



**Bryan D. Albrecht, Ed.D.**  
President and CEO

September 15, 2017

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**NOTICE OF MEETING**

**GATEWAY TECHNICAL COLLEGE  
DISTRICT BOARD**

**Regular Meeting**

**Thursday, September 21, 2017 – 8:00 a.m.**

**Horizon Center, Room 106**

**4940 88<sup>th</sup> Avenue, Kenosha, WI 53144**

The Gateway Technical College District Board will hold its regular meeting on Thursday, September 21, 2017 at 8:00 a.m. at the Horizon Center, Room 106, 4940 88<sup>th</sup> Avenue, Kenosha, WI. The agenda is included.

Bryan D. Albrecht, Ed.D.  
President and Chief Executive Officer

To request disability accommodations, contact the Compliance Manager at [262-564-3062](tel:262-564-3062)/Wisconsin Relay 711, or [vollendorfi@gtc.edu](mailto:vollendorfi@gtc.edu), at least three days in advance.



# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting – Thursday, September 21, 2017 – 8:00 a.m.  
Horizon Center, Room 106, 4940 88<sup>th</sup> Avenue, Kenosha, WI 53144

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<b>X</b>			<b>XI. Board Member Community Reports</b>	80
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# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

## Regular Meeting

Thursday, September 21, 2017 – 8:00 a.m.  
Horizon Center, Room 106  
4940 88<sup>th</sup> Avenue, Kenosha, WI 53144

- I. CALL TO ORDER
  - A. Open Meeting Compliance

## II. ROLL CALL

Ram Bhatia	_____
Ronald J. Frederick	_____
Gary Olsen	_____
Bethany Ormseth	_____
Kimberly Payne	_____
Scott Pierce	_____
Roger Zacharias	_____
Pamela Zenner-Richards	_____
William Duncan	_____

### **Our Positive Core – Gateway Technical College District Board**

Our shared strengths as a Board that we draw upon to do our work:

- Belief in the value of Gateway Technical College
- Commitment to our community
- Common sense of mission
- Mutual respect
- Sense of humor
- Open-mindedness & willingness to question

III. APPROVAL OF AGENDA

Items on the Consent Agenda for discussion

IV. APPROVAL OF MINUTES

A. August 17, 2017 ñ Regular Meeting

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Regular Meeting
August 17, 2017

The Gateway Technical College District Board met on Thursday, August 17, 2017 at the Racine Campus, Quad Rooms, 1001 S. Main Street, Racine, WI. The meeting was called to order at 8:00 am by William Duncan, Chairperson.

**I. Call to Order**

**A. Open Meeting Compliance**

- K. Bartlett confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

**II. Roll Call**

Ram Bhatia	Excused
Ronald J. Frederick	Present
Gary Olsen	Present
Bethany Ormseth	Present
Kimberly Payne	Present
Scott Pierce	Present
Roger Zacharias	Present
Pamela Zenner-Richards	Present
William Duncan	Present

Also in attendance were Bryan Albrecht, Kelly Bartlett, Mary Harpe and 25 citizens/reporters.

**III. Approval of Agenda**

- A. It was moved by S. Pierce and seconded by R. Zacharias and carried to approve the agenda.

**IV. Approval of Minutes**

- A. It was moved by R. Frederick, seconded by P. Zenner-Richards and carried to approve the minutes of the June 15, 2017 Regular Meeting.
- B. It was moved by P. Zenner-Richards, seconded by G. Olsen and carried to approve the minutes of the July 10, 2017 Organizational Meeting.

**V. Citizen Comments**

- There were no citizen comments

**VI. Chairperson's Report**

**A. Dashboard Report items included updates on:**

- Campus Open House Events
- Foxconn Advocacy and Programming
- Promise Students on Campus

**B. Board Evaluation Summary**

- 6 Trustees Responded to the Survey: Good retreat. A good overall Reorganizational meeting with board in-service. Thanks is extended to our officers for their continued competent leadership. We look forward to an exciting year ahead.

**C. Review of President's Goals**

- The Trustees received Bryan's goals to review for approval at a following meeting.

- D. Review of District Boards Association Meeting
  - A slideshow of pictures from the District Boards Meeting that was held at Gateway's Kenosha Campus was shown at the Board meeting.
  - The District Boards attendees enjoyed the Gateway campus tours and connections with business partners.
- E. Clarification of Governance Policy 3.6.10.
  - The Trustees reviewed Governance Policy 3.6.10 to clarify the interpretation of the statement. It was discussed that contractual arrangements require approval for building and room naming. The Trustees decided to leave the policy as is and not make any changes at this time.
- F. Board Travel Reimbursement Policy
  - Key changes to the travel reimbursement policy include: meal expenses (including tax and tip) associated with employee travel will be reimbursed on a daily per diem basis using GSA rates; receipts for meal expenses are no longer required for reimbursement unless using Grant funds; meal expenses for first and last days of travel will be reimbursed at 75% of the applicable per diem allowance.

## VII. President's Report

### A. Announcements

- B. Albrecht introduced the following Journey members: Sue Nelson, Barber Instructor.
- B. Albrecht congratulated Trustees, Gary Olsen on his upcoming retirement.
- D. Davidson spoke on the NC3 Leadership Summit that took place on Gateway's Kenosha Campus. There were over 300 guests. There were 75 instructors in the train the trainer program. Three colleges arranged to come back and visit Gateway with teams to benchmark what Gateway does.
- D. Davison spoke about Industry 4.0, equipment talks to equipment, data is gathered in real time, allows changeover to happen quickly, integrates IT into manufacturing.

### B. Welcome from Campus Dean

- Ray Koukari welcomed the Trustees to the Racine Campus. Ray asked the Trustees to take a moment to look at the prairie and rain gardens located on campus. Ray's updates included: the completion of the 2<sup>nd</sup> floor in the Lake Building, the criminal justice remodel, the Lake Building HVAC upgrades, and the electrical upgrades that are taking place separating the Lincoln and Lake Buildings.

## VIII. Operational Agenda

### A. Action Agenda

#### 1. Approve the name Inspire Center

Recommendation: The administration recommends changing the official name of the Bioscience Center located on the Kenosha Campus to the "inspire" Center.

Following discussion it was moved by R. Zacharias, seconded by G. Olsen and carried to approve the name Inspire Center.

#### 2. Adoption of Vision, Mission, Values and Strategy

Recommendation: Adoption of the new Vision, Mission, Values and Strategy.

Following discussion it was moved by S. Pierce, seconded by P. Zenner-Richards and carried by roll call vote to approve Adoption of Vision, Mission, Values and Strategy.

Aye: 8

Nay: 0

**Abstaining: 1**

3. Resolution B-2017 B.1 & B.2 ñ Lease Agreement Between Gateway Technical College and Village of Waterford

The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2017 B.1 and B.2 for the Lease Agreement by and between Gateway Technical College and the Village of Waterford for interior space, outdoor parking lot space and exterior spaced located at the vacant Village of Waterford Fire Station, 122 North Second Street, Waterford, WI 53185 for a term of three (3) years with the option to renew for up to four additional one-year periods commencing December 1, 2017 and expiring December 1, 2020.

Following discussion it was moved by G. Olsen, seconded by R. Frederick and carried to approve Resolution B-2017 B.1 & B.2 – Lease Agreement Between Gateway Technical College and Village of Waterford.

4. Resolution B-2017 C.1 and C.2 ñ Approval of Project Concept for Emergency Vehicle Operator Course (EVOC)/First Responder Training Track, Kenosha Airport (Adjacent to the Horizon Center for Transportation Technology), Kenosha, WI

The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2017 C.1 and C.2 for the Project Concept for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track to be located at the Kenosha Airport (adjacent to the Horizon Center For Transportation Technology), Kenosha, WI. The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the Project Concept for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track to be located at the Kenosha Airport (adjacent to the Horizon Center For Transportation Technology), Kenosha, WI.

Following discussion it was moved by R. Frederick, seconded by R. Zacharias and carried to approve Resolution B-2017 C.1 and C.2 – Approval of Project Concept for Emergency Vehicle Operator Course (EVOC)/First Responder Training Track, Kenosha Airport (Adjacent to the Horizon Center for Transportation Technology), Kenosha, WI

**B. Consent Agenda**

It was moved by R. Zacharias, seconded by P. Zenner-Richards and carried that the following items in the consent agenda be approved:

1. Finance
  - a) **Financial Statement and Expenditures over \$2,500:** Approved the financial statement and expenditures as of July 31, 2017.
  - b) **Cash and Investment Schedules:** Approved the monthly cash reconciliation, investment schedule and investment report.
2. **Personnel Report:** Approved the personnel report of thirteen (13) new hires; eight (8) promotions; four (4) retirements; nine (9) resignations; two (2) separations; no employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.
3. **Grants Awards:** Approved the Grant Awards for August 2017
4. **Contracts for Instructional Delivery:** Approved the contracts for instructional delivery report for July 2017
5. **Advisory Committee Activity Report:** Approved the advisory committee 2016-2017 meeting schedule and new members as of August 1, 2017

**IX. Policy Governance Monitoring Reports**

**A. Ends Policy Monitoring**

College Ends Policy ñ The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided. 1) **Students demonstrate the knowledge and skills and self-confidence required for employability, career advancement, a global perspective, and lifelong learning.** REAL School ñ Ray Koukari

Ray Koukari, Curt Shircel, Lindsey Schmidt, Dan Thielen, Chris Neff and Pat Hoppe presented on the partnership between Gateway Technical College and REAL School.

Following discussion, it was moved by P. Zenner-Richards, seconded by S. Pierce and carried that this report is evidence that the college is making progress on Ends Policy #1.

**X. Board Member Community Reports**

- Roger Zacharias and Ram Bhatia attended the Boy Scouts Golf Outing along with Bryan Albrecht and Stephanie Sklba.

**XI. Next Meeting Date and Adjourn**

- A. Regular Meeting ñ Thursday, September 21, 2017, 8:00 am, Horizon Center
- B. At approximately 9:45 a.m. it was moved by R. Zacharias, seconded by S. Pierce and carried by roll call vote that the meeting was adjourned and the District Board move to executive session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss the President's evaluation. The Board reserves the right to reconvene in open session to take action on items discussed in executive session.

Aye: 8  
Nay: 0  
Abstaining: 1

**XII. Executive Session**

At approximately 10:05 am, the Board reconvened in Open Session. S. Pierce motioned, seconded by R. Zacharias to amend Bryan Albrecht's contract to include a bonus start date for 2016-2017 starting July 1, 2017.

At 10:07 am it was moved by R. Frederick, seconded by G. Olsen and carried by roll call vote that the meeting was adjourned.

Aye: 8  
Nay: 0  
Abstaining: 1

Submitted by,

Kimberly Payne  
Secretary



V. CITIZEN COMMENTS

- A. The Gateway Technical College District Board has established a limit of thirty minutes for citizen comments. Individuals will be limited to three to five minutes for their comments depending on the number of individuals who wish to address the Board. Citizens wishing to address the Board are to sign up prior to the meeting on the forms provided at the entrance to the meeting room.

VI. COMMITTEE OF THE WHOLE  
A. Business Development

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD**

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_  
Information   X    
Discussion \_\_\_\_\_

**COMMITTEE OF THE WHOLE**  
**Business Development**

VII. CHAIRPERSON'S REPORT

- A. Dashboard Report
- B. Board Evaluation Summary
- C. President's Goals

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_  
Information   X    
Discussion \_\_\_\_\_

## CHAIRPERSON'S REPORT Dashboard Report

Governance Process:  
Board Liaison:

Policy 1.2 – Governing Philosophy  
William Duncan

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_  
Information   X    
Discussion \_\_\_\_\_

## CHAIRPERSON'S REPORT Board Evaluation Summary

Governance Process:  
Board Liaison:

Policy 1.2 – Governing Philosophy  
William Duncan

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_  
Information   X    
Discussion \_\_\_\_\_

## CHAIRPERSON'S REPORT President's Goals

Governance Process:  
Board Liaison:

Policy 1.2 – Governing Philosophy  
William Duncan

- VIII. PRESIDENT'S REPORT
  - A. Announcements
  - B. Welcome from the Campus Dean



# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_  
Information   X    
Discussion \_\_\_\_\_

## **PRESIDENT'S REPORT** **Announcements**

Policy/Ends Statement:      Policy 2.1

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_  
Information   X    
Discussion \_\_\_\_\_

## **PRESIDENT'S REPORT** **Welcome from Campus Dean**

Policy/Ends Statement:      Policy 2.1

## IX. OPERATIONAL AGENDA

### A. Action Agenda

1. Resolutions B-2017 D.1 & D.2 – Approval of Project for the Construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track, Kenosha Airport, Kenosha, WI (Adjacent to the Horizon Center for Transportation Technology)
2. Resolutions B-2017 E.1 and E.2 - Approval of Project for the Racine Campus Racine Building 2nd Floor Classroom Renovation - Fiscal Year 2017-2018
3. Resolutions B-2017 F.1 and F.2 - Approval of Project for the S C Johnson iMET Center Renovation, Sturtevant, Wisconsin
4. Resolutions B-2017 G.1 and G.2 – Approval of Project for the S C Johnson iMET Center Site Improvements and Building Renovation, Sturtevant, Wisconsin
5. Approval of President's 2017-2018 Goals

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

## **RESOLUTION NUMBERS B-2017 D.1 and D.2 APPROVAL OF PROJECT FOR THE CONSTRUCTION OF AN EMERGENCY VEHICLE OPERATOR COURSE (EVOC)/FIRST RESPONDER TRAINING TRACK KENOSHA AIRPORT, KENOSHA, WI (Adjacent to the Horizon Center for Transportation Technology)**

**Summary of Item:** The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2017 D.1 and D.2 for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track to be located at the Kenosha Airport (adjacent to the Horizon Center For Transportation Technology), Kenosha, WI.

The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track to be located at the Kenosha Airport (adjacent to the Horizon Center For Transportation Technology), Kenosha, WI.

**Attachments:** Resolution Numbers B-2017 D.1 and D.2

**Ends Statements and/or**

**Executive Limitations:** Section 3 - Executive Limitation, Financial Condition Policy 3.5  
Section 4 – Ends, College Ends Policy 4.1

**Staff Liaison:** Thomas Cousino

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# GATEWAY TECHNICAL COLLEGE

## RESOLUTION NO. B-2017 D.1

**WHEREAS**, the Gateway Technical College District Board is proposing the project for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track at the City of Kenosha Airport 4940 – 88<sup>th</sup> Avenue, Kenosha, WI 53144 (adjacent to the Gateway Technical College Horizon Center for Transportation Technology) to provide driver training for the Gateway Technical College Firefighter Technician, Emergency Medical Technician and Law Enforcement programs and local emergency service providers/first responders' on-going training and;

**WHEREAS**, the EVOC/First Responder Track project consists of site grading and installation of approximately 120,000 square feet of asphalt paving on a 10-acre site leased at the City of Kenosha Airport, 4940 – 88<sup>th</sup> Avenue, Kenosha, WI 53144. The project cost is estimated at \$1,500,000.

**WHEREAS**, Gateway Technical College District has completed an Environmental Impact Statement;

**WHEREAS**, the Gateway Technical College District Board has reviewed the Environmental Impact Statement and public concerns on the proposed project concept for the construction of an EVOC/First Responder Track and has determined the Environmental Impact Statement and public concerns received at the public hearing on the project concept by Gateway Technical College will not provide an adverse effect on the surrounding community and;

**NOW, THEREFORE, BE IT RESOLVED**, that the Gateway Technical College Board, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, approves said project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date

# GATEWAY TECHNICAL COLLEGE

## RESOLUTION NO. B-2017 D.2

**WHEREAS**, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, the Gateway Technical College District Board has approved the project for the construction of an Emergency Vehicle Operator Course (EVOC)/First Responder Training Track at the City of Kenosha Airport 4940 – 88<sup>th</sup> Avenue, Kenosha, WI 53144 (adjacent to the Gateway Technical College Horizon Center for Transportation Technology) consisting of approximately 120,000 square feet of asphalt on a 10-acre leased site with a project cost estimated at \$1,500,000, to provide driver training for the Gateway Technical College Firefighter Technician, Emergency Medical Technician and Law Enforcement programs and local emergency service providers/first responders' on-going training and;

**WHEREAS**, the EVOC/First Responder Track project consists of site grading and installation of approximately 120,000 square feet of asphalt paving on a 10-acre site leased at the City of Kenosha Airport, 4940 – 88<sup>th</sup> Avenue, Kenosha, WI 53144. The project cost is estimated at \$1,500,000.

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to 5.04(2)(b) of the Wisconsin Administrative Code, the Gateway Technical College District Board requests the Wisconsin Technical College System Board approve the project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

## RESOLUTION NUMBERS B-2017 E.1 and E.2 APPROVAL OF PROJECT FOR THE RACINE CAMPUS RACINE BUILDING 2<sup>ND</sup> FLOOR CLASSROOM RENOVATION – FISCAL YEAR 2017-2018

**Summary of Item:** The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2017 E.1 and E.2 for the Racine Campus Racine Building 2<sup>nd</sup> Floor Classroom Renovation project – Fiscal Year 2017-2018.

The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the Racine Campus Racine Building 2<sup>nd</sup> Floor Classroom Renovation project – Fiscal Year 2017-2018.

**Attachments:** Resolution Numbers B-2017 E.1 and E.2

**Ends Statements and/or**

**Executive Limitations:** Section 3 - Executive Limitation, Financial Condition Policy 3.5  
Section 4 – Ends, College Ends Policy 4.1

**Staff Liaison:** Thomas Cousino

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**GATEWAY TECHNICAL COLLEGE**

**RESOLUTION NO. B-2017 E.1**

**WHEREAS**, the Gateway Technical College District Board is proposing the project for the Racine Campus Racine Building 2<sup>nd</sup> Floor Classroom Renovation Fiscal Year 2017-2018 and;

**WHEREAS**, the Racine Campus Racine Building 2<sup>nd</sup> Floor Classroom Renovation Fiscal Year 2017-2018 project consists of remodeling 11,960 square feet to accommodate growth and enhance the student experience. The project cost is estimated at \$1,500,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the Gateway Technical College Board, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, approves said project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date



**GATEWAY TECHNICAL COLLEGE**

**RESOLUTION NO. B-2017 E.2**

**WHEREAS**, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, the Gateway Technical College District Board has approved the project for the Racine Campus Racine Building 2<sup>nd</sup> Floor Classroom Renovation Fiscal Year 2017-2018 which consists of remodeling 11,960 square feet to accommodate growth and enhance the student experience with a project cost estimate of \$1,500,000.

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to 5.04(2)(b) of the Wisconsin Administrative Code, the Gateway Technical College District Board requests the Wisconsin Technical College System Board approve the project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

## RESOLUTION NUMBERS B-2017 F.1 and F.2 APPROVAL OF PROJECT FOR THE S C JOHNSON iMET CENTER ADDITION, STURTEVANT, WISCONSIN

**Summary of Item:** The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2017 F.1 and F.2 for the S C Johnson iMET Center Addition project, Sturtevant, WI, contingent upon receipt of a grant from the State of Wisconsin.

The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the S C Johnson iMET Center Addition project, Sturtevant, WI.

**Attachments:** Resolution Numbers B-2017 F.1 and F.2  
Conceptual Phase - Addition Cost Summary

### Ends Statements and/or

**Executive Limitations:** Section 3 - Executive Limitation, Financial Condition Policy 3.5  
Section 4 – Ends, College Ends Policy 4.1

**Staff Liaison:** William Whyte

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**GATEWAY TECHNICAL COLLEGE**

**RESOLUTION NO. B-2017 F.1**

**WHEREAS**, the Gateway Technical College District Board is proposing the project for the S C Johnson iMET Center Addition, Sturtevant, WI to meet the future educational training needs of the community pending Foxconn's location in the Gateway Technical College District and;

**WHEREAS**, the S C Johnson iMET Center Addition project consists of a 29,375 square foot addition to the existing S C Johnson iMET Center. The project cost is estimated at \$5,000,000 and will be funded by a potential grant from the State of Wisconsin.

**NOW, THEREFORE, BE IT RESOLVED**, that the Gateway Technical College Board, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, approves said project.

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Bethany Ormseth  
Vice Chairperson

---

Kimberly Payne  
Secretary

September 21, 2017  
Date

**GATEWAY TECHNICAL COLLEGE**

**RESOLUTION NO. B-2017 F.2**

**WHEREAS**, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, the Gateway Technical College District Board has approved the project for the S C Johnson iMET Center Addition, Sturtevant, WI to meet the future educational training needs of the community pending Foxconn's location in the Gateway Technical College District, and;

**WHEREAS**, the S C Johnson iMET Center Addition project consists of a 29,375 square foot addition to the existing S C Johnson iMET Center. The project cost is estimated at \$5,000,000 and will be funded by a potential grant from the State of Wisconsin.

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to 5.04(2)(b) of the Wisconsin Administrative Code, the Gateway Technical College District Board requests the Wisconsin Technical College System Board approve the project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

## **RESOLUTION NUMBERS B-2017 G.1 and G.2 APPROVAL OF PROJECT FOR THE S C JOHNSON iMET CENTER SITE IMPROVEMENTS AND BUILDING RENOVATION, STURTEVANT, WISCONSIN**

**Summary of Item:** The administration is recommending approval by the Gateway Technical College District Board of Resolution Numbers B-2017 G.1 and G.2 for the S C Johnson iMET Center Site Improvements and Building Renovation project, Sturtevant, WI.

The administration also recommends approval from the Wisconsin Technical College System (WTCS) Board for the S C Johnson iMET Center Site Improvements and Building Renovation project, Sturtevant, WI.

**Attachments:** Resolution Numbers B-2017 G.1 and G.2  
Conceptual Phase - Addition Cost Summary

**Ends Statements and/or**

**Executive Limitations:** Section 3 - Executive Limitation, Financial Condition Policy 3.5  
Section 4 – Ends, College Ends Policy 4.1

**Staff Liaison:** William Whyte

Top860.docx or .pdf 09/18/17

**GATEWAY TECHNICAL COLLEGE**

**RESOLUTION NO. B-2017 G.1**

**WHEREAS**, the Gateway Technical College District Board is proposing the project for the S C Johnson iMET Center Site Improvements and Building Renovation, Sturtevant, WI to meet the future educational training needs of the community pending Foxconn's location in the Gateway Technical College District and;

**WHEREAS**, the S C Johnson iMET Center Site Improvements and Building Renovation project consists of 109 additional parking spaces and new East parking lot access and renovation of 8,338 square feet to the existing S C Johnson iMET Center. The project cost is estimated at \$1,200,000 and will be funded by general obligation promissory notes borrowing by the Gateway Technical College District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Gateway Technical College Board, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, approves said project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date

**GATEWAY TECHNICAL COLLEGE**

**RESOLUTION NO. B-2017 G.2**

**WHEREAS**, pursuant to 5.04(2)(a) of the Wisconsin Administrative Code, the Gateway Technical College District Board has approved the project for the S C Johnson iMET Center Site Improvements and Building Renovation, Sturtevant, WI to meet the future educational training needs of the community pending Foxconn's location in the Gateway Technical College District, and;

**WHEREAS**, the S C Johnson iMET Center Addition project consists of 109 additional parking spaces and new East parking lot access and renovation of 8,338 square feet to the existing S C Johnson iMET Center. The project cost is estimated at \$1,200,000 and will be funded by general obligation promissory notes borrowing by Gateway Technical College District.

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to 5.04(2)(b) of the Wisconsin Administrative Code, the Gateway Technical College District Board requests the Wisconsin Technical College System Board approve the project.

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Bethany Ormseth  
Vice Chairperson

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Kimberly Payne  
Secretary

September 21, 2017  
Date

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u>  X  </u>
Information	_____
Discussion	_____

## **ACTION AGENDA** **Approval of President's 2017-2018 Goals**

Board Liaison:           William Duncan



IX. OPERATIONAL AGENDA

B. Consent Agenda

1. Finance

a) Financial Statement and Expenditures over \$2,500

b) Cash and Investment Schedules

2. Personnel Report

3. Grant Awards

4. Contracts for Instructional Delivery

5. Advisory Committee Activity Report

6. Bids for Approval

a) Bid No. 1547 ñ Academic Corridor ñ Glazing Replacement ñ Kenosha Campus

b) Bid No. 1548 ñ Plaza Renovation Exterior ñ Kenosha Campus

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call  
Action X  
Information  
Discussion

## FINANCIAL STATEMENT AND EXPENDITURES OVER \$2,500

**Summary of Item:** Summary of revenue and expenditures as of 8/31/17

Ends Statements and/or Executive Limitations  
Section 3 - Executive Limitations  
Policy 3.5 Financial Condition

**Staff Liaison:** Bill Whyte

**GATEWAY TECHNICAL COLLEGE**  
**2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<b><u>COMBINED FUNDS</u></b>	<b>2017-18 APPROVED BUDGET</b>	<b>2017-18 WORKING BUDGET</b>	<b>2017-18 ACTUAL TO DATE</b>	<b>PERCENT INCURRED</b>
<b>REVENUE:</b>				
LOCAL GOVERNMENT	\$ 32,997,276	\$ 32,997,276	\$ 24,991	0.08%
STATE AIDS	42,484,144	42,484,144	1,868,533	4.40%
STATUTORY PROGRAM FEES	14,594,491	14,594,491	9,332,278	63.94%
MATERIAL FEES	692,669	692,669	475,771	68.69%
OTHER STUDENT FEES	2,827,807	2,827,807	1,357,918	48.02%
INSTITUTIONAL	8,581,072	8,581,072	681,859	7.95%
FEDERAL	27,080,821	27,080,821	3,900,706	14.40%
OTHER RESOURCES	13,325,000	13,325,000	8,786,989	65.94%
<b>TOTAL REVENUE &amp; OTHER RESOURCES</b>	<b><u>\$ 142,583,280</u></b>	<b><u>\$ 142,583,280</u></b>	<b><u>\$ 26,429,046</u></b>	<b>18.54%</b>
 <b>EXPENDITURES BY FUNCTION:</b>				
INSTRUCTIONAL	\$ 57,046,830	\$ 57,046,830	\$ 7,461,525	13.08%
INSTRUCTIONAL RESOURCES	1,399,501	1,399,501	224,053	16.01%
STUDENT SERVICES	44,847,018	44,847,018	5,824,058	12.99%
GENERAL INSTITUTIONAL	11,028,571	11,028,571	2,878,928	26.10%
PHYSICAL PLANT	27,470,260	27,470,260	2,854,323	10.39%
AUXILIARY SERVICES	650,000	650,000	78,006	12.00%
PUBLIC SERVICES	381,100	381,100	37,222	9.77%
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 142,823,280</u></b>	<b><u>\$ 142,823,280</u></b>	<b><u>\$ 19,358,114</u></b>	<b>13.55%</b>
 <b>EXPENDITURES BY FUNDS:</b>				
GENERAL	\$ 79,366,579	\$ 79,366,579	\$ 11,158,279	14.06%
SPECIAL REVENUE - OPERATIONAL	5,277,701	5,277,701	725,914	13.75%
SPECIAL REVENUE - NON AIDABLE	31,719,000	31,719,000	4,067,919	12.82%
CAPITAL PROJECTS	13,350,000	13,350,000	3,205,897	24.01%
DEBT SERVICE	12,460,000	12,460,000	122,100	0.98%
ENTERPRISE	650,000	650,000	78,006	12.00%
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 142,823,280</u></b>	<b><u>\$ 142,823,280</u></b>	<b><u>\$ 19,358,114</u></b>	<b>13.55%</b>

**GATEWAY TECHNICAL COLLEGE  
2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<u><b>GENERAL FUND</b></u>	<b>2017-18 APPROVED BUDGET</b>	<b>2017-18 WORKING BUDGET</b>	<b>2017-18 ACTUAL TO DATE</b>	<b>PERCENT INCURRED</b>
<b>REVENUE:</b>				
LOCAL GOVERNMENT	\$ 18,928,071	\$ 18,928,071	\$ 9	0.00%
STATE AIDS	39,316,969	39,316,969	1,843,107	4.69%
STATUTORY PROGRAM FEES	14,594,491	14,594,491	9,332,278	63.94%
MATERIAL FEES	692,669	692,669	475,771	68.69%
OTHER STUDENT FEES	1,817,807	1,817,807	859,738	47.30%
FEDERAL REVENUE	30,000	30,000	-	0.00%
INSTITUTIONAL	3,986,572	3,986,572	129,602	3.25%
OTHER RESOURCES	-	-	-	0.00%
	<hr/>	<hr/>	<hr/>	
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 79,366,579</u>	<u>\$ 79,366,579</u>	<u>\$ 12,640,505</u>	15.93%
 <b>EXPENDITURES BY FUNCTION:</b>				
INSTRUCTIONAL	\$ 51,290,350	\$ 51,290,350	\$ 6,614,861	12.90%
INSTRUCTIONAL RESOURCES	1,389,501	1,389,501	224,053	16.12%
STUDENT SERVICES	11,501,548	11,501,548	1,477,624	12.85%
GENERAL INSTITUTIONAL	7,747,420	7,747,420	1,931,772	24.93%
PHYSICAL PLANT	7,437,760	7,437,760	909,968	12.23%
	<hr/>	<hr/>	<hr/>	
TOTAL EXPENDITURES	<u>\$ 79,366,579</u>	<u>\$ 79,366,579</u>	<u>\$ 11,158,279</u>	14.06%

**GATEWAY TECHNICAL COLLEGE  
2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<u>SPECIAL REVENUE - OPERATIONAL FUND</u>	2017-18 APPROVED BUDGET	2017-18 WORKING BUDGET	2017-18 ACTUAL TO DATE	PERCENT INCURRED
<b>REVENUE:</b>				
LOCAL GOVERNMENT	\$ 2,099,205	\$ 2,099,205	\$ 24,983	1.19%
STATE AIDS	1,063,175	1,063,175	24,461	2.30%
FEDERAL	1,754,821	1,754,821	-	0.00%
INSTITUTIONAL	<u>360,500</u>	<u>360,500</u>	<u>15,630</u>	4.34%
<b>TOTAL REVENUE &amp; OTHER RESOURCES</b>	<b>\$ <u>5,277,701</u></b>	<b>\$ <u>5,277,701</u></b>	<b>\$ <u>65,074</u></b>	<b>1.23%</b>
<b>EXPENDITURES BY FUNCTION:</b>				
INSTRUCTIONAL	\$ 2,724,980	\$ 2,724,980	\$ 318,657	11.69%
STUDENT SERVICES	1,616,470	1,616,470	278,658	17.24%
GENERAL INSTITUTIONAL	580,151	580,151	83,128	14.33%
PHYSICAL PLANT	-	-	8,250	0.00%
PUBLIC SERVICES	<u>356,100</u>	<u>356,100</u>	<u>37,222</u>	10.45%
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>5,277,701</u></b>	<b>\$ <u>5,277,701</u></b>	<b>\$ <u>725,914</u></b>	<b>13.75%</b>

**GATEWAY TECHNICAL COLLEGE  
2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<b><u>SPECIAL REVENUE-NON AIDABLE FUND</u></b>	<b>2017-18 APPROVED BUDGET</b>	<b>2017-18 WORKING BUDGET</b>	<b>2017-18 ACTUAL TO DATE</b>	<b>PERCENT INCURRED</b>
<b>REVENUE:</b>				
STATE AIDS	\$ 2,004,000	\$ 2,004,000	\$ 965	0.05%
OTHER STUDENT FEES	755,000	755,000	469,985	62.25%
INSTITUTIONAL	3,774,000	3,774,000	464,167	12.30%
FEDERAL	<u>25,146,000</u>	<u>25,146,000</u>	<u>3,900,706</u>	15.51%
<b>TOTAL REVENUE &amp; OTHER RESOURCES</b>	<b><u>\$ 31,679,000</u></b>	<b><u>\$ 31,679,000</u></b>	<b><u>\$ 4,835,823</u></b>	<b>15.27%</b>
 <b>EXPENDITURES BY FUNCTION:</b>				
STUDENT SERVICES	\$ 31,714,000	\$ 31,714,000	\$ 4,067,776	12.83%
GENERAL INSTITUTIONAL	<u>5,000</u>	<u>5,000</u>	<u>143</u>	2.86%
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 31,719,000</u></b>	<b><u>\$ 31,719,000</u></b>	<b><u>\$ 4,067,919</u></b>	<b>12.82%</b>

**GATEWAY TECHNICAL COLLEGE  
2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<b><u>CAPITAL PROJECTS FUND</u></b>	<b>2017-18 APPROVED BUDGET</b>	<b>2017-18 WORKING BUDGET</b>	<b>2017-18 ACTUAL TO DATE</b>	<b>PERCENT INCURRED</b>
<b>REVENUE:</b>				
STATE AIDS	\$ 100,000	\$ 100,000	\$ -	0.00%
FEDERAL	150,000	150,000	-	0.00%
INSTITUTIONAL	100,000	100,000	6,700	6.70%
OTHER RESOURCES	<u>13,000,000</u>	<u>13,000,000</u>	<u>8,500,000</u>	65.38%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 13,350,000</u>	<u>\$ 13,350,000</u>	<u>\$ 8,506,700</u>	63.72%
<b>EXPENDITURES BY FUNCTION:</b>				
INSTRUCTIONAL	\$ 3,031,500	\$ 3,031,500	\$ 528,007	17.42%
INSTRUCTIONAL - RESOURCES	10,000	10,000	-	0.00%
STUDENT SERVICES	15,000	15,000	-	0.00%
GENERAL INSTITUTIONAL	2,696,000	2,696,000	863,885	32.04%
PHYSICAL PLANT	7,572,500	7,572,500	1,814,005	23.96%
PUBLIC SERVICE	<u>25,000</u>	<u>25,000</u>	<u>-</u>	0.00%
TOTAL EXPENDITURES	<u>\$ 13,350,000</u>	<u>\$ 13,350,000</u>	<u>\$ 3,205,897</u>	24.01%

**GATEWAY TECHNICAL COLLEGE  
2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<b><u>DEBT SERVICE FUND</u></b>	<b>2017-18 APPROVED BUDGET</b>	<b>2017-18 WORKING BUDGET</b>	<b>2017-18 ACTUAL TO DATE</b>	<b>PERCENT INCURRED</b>
<b>REVENUE:</b>				
LOCAL GOVERNMENT	\$ 11,925,000	\$ 11,925,000	\$ -	0.00%
INSTITUTIONAL	10,000	10,000	-	0.00%
OTHER RESOURCES	<u>325,000</u>	<u>325,000</u>	<u>286,989</u>	88.30%
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 12,260,000</u>	<u>\$ 12,260,000</u>	<u>\$ 286,989</u>	2.34%
<b>EXPENDITURES BY FUNCTION:</b>				
PHYSICAL PLANT	<u>\$ 12,460,000</u>	<u>\$ 12,460,000</u>	<u>\$ 122,100</u>	0.98%
TOTAL EXPENDITURES	<u>\$ 12,460,000</u>	<u>\$ 12,460,000</u>	<u>\$ 122,100</u>	0.98%



**GATEWAY TECHNICAL COLLEGE**  
**2017-18 SUMMARY OF REVENUE & EXPENDITURES AS OF 8/31/17**

<b><u>ENTERPRISE FUND</u></b>	<b>2017-18 APPROVED BUDGET</b>	<b>2017-18 WORKING BUDGET</b>	<b>2017-18 ACTUAL TO DATE</b>	<b>PERCENT INCURRED</b>
<b>REVENUE:</b>				
LOCAL GOVERNMENT	\$ 45,000	\$ 45,000	\$ -	0.00%
OTHER STUDENT FEES	255,000	255,000	28,195	11.06%
INSTITUTIONAL	350,000	350,000	65,760	18.79%
FEDERAL	-	-	-	0.00%
	<u>          </u>	<u>          </u>	<u>          </u>	
TOTAL REVENUE & OTHER RESOURCES	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 93,955</u>	14.45%
 <b>EXPENDITURES BY FUNCTION:</b>				
AUXILIARY SERVICES	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 78,006</u>	12.00%
TOTAL EXPENDITURES	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 78,006</u>	12.00%

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call  
Action X  
Information  
Discussion

## CASH AND INVESTMENT SCHEDULES

**Summary of Item:** Monthly cash and investment schedules

Ends Statements and/or Executive Limitations:  
Section 3 - Executive Limitations  
Policy 3.5 Financial Condition

**Staff Liaison:** Bill Whyte

**GATEWAY TECHNICAL COLLEGE**  
**MONTHLY CASH RECONCILIATION**  
**FOR THE MONTH ENDING JULY 31, 2017**

<b>Cash Balance JUNE 30, 2017</b>	<b>\$ 39,176,072.43</b>
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**PLUS:**

Cash Receipts	10,422,489.15
	<b>\$ 49,598,561.58</b>

**LESS:**

Disbursement:		
Payroll	3,667,937.34	
Accounts Payable	<u>6,433,827.65</u>	<u>10,101,764.99</u>

<b>Cash Balance July 31, 2017</b>	<b><u>\$ 39,496,796.59</u></b>
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**DISPOSITION OF FUNDS**

Cash in Bank	3,277,418.22
Cash In Transit	28,315.58
Investments	36,186,437.79
Cash-on-hand	<u>4,625.00</u>

<b>TOTAL: July 31, 2017</b>	<b><u>\$ 39,496,796.59</u></b>
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GATEWAY TECHNICAL COLLEGE  
MONTHLY INVESTMENT REPORT

MOINVEST-16-17  
09/07/17

JULY 2017 - JUNE 2018

	Investments At Beginning Of Month	Investments At End Of Month	Change In Investments For Month	Investments Income For Month	YTD Investments Income	Average Monthly Rate of Investment Income
July-17	\$ 35,407,970	\$ 36,186,438	\$ 778,468	\$ 11,106	\$ 11,106	0.42
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
January-17						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						

## INVESTMENT SCHEDULE

July 31, 2017

<u>NAME OF BANK/INST</u>	<u>DATE INVESTED</u>	<u>DATE OF MATURITY</u>	<u>AMOUNT</u>	<u>INTEREST RATE</u>	<u>PRESENT STATUS</u>
LOCAL GOV'T POOL	Various	Open	\$ 9,711,813	0.77	OPEN
JOHNSON BANK	Various	Open	\$ 26,474,625	0.25	OPEN
		TOTAL	<u>\$ 36,186,438</u>		

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD**

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

**PERSONNEL REPORT**

**Summary of Item: Monthly Personnel Activity Report**

**Employment Approvals: New Hires  
Promotion(s)  
Retirement(s)  
Resignation(s)  
Separation(s)**

**Ends Statements and/or Executive Limitations:  
Section 3: Executive Limitations  
Policy 3.3 – Employment, Compensation & Benefits**

**Staff Liaison: William Whyte**

# PERSONNEL REPORT

## SEPTEMBER 2017

### EMPLOYMENT APPROVALS: NEW HIRES

Geeta Betrabet, Instructor Natural Science, General Studies; Kenosha; Annual Salary: \$62,000; effective August 28, 2017

Matthew Borgardt, Instructor Aeronautics, Manufacturing, Engineering & Transportation (MET); Kenosha; Annual Salary: \$75,000; effective August 21, 2017

Madonna Engelhardt, Instructor Accounting, BIT; Kenosha; Annual Salary: \$72,000; effective August 21, 2017

DeAnna R. Ford, Student Support Coach, ACT for Healthcare (Limited Term Position), Health Sciences; Kenosha; Annual Salary: \$54,250; effective August 14, 2017

Ashenafi Hegana, Instructor Mechanical Design, MET; iMET Sturtevant; Annual Salary: \$75,000; effective August 28, 2017

Emma Hendrieth, Director Student Support & Tutoring Services, Student Success; Racine; Annual Salary: \$75,000; effective September 5, 2017

Meghan Leslie, Culinary Arts Technical Assistant (Limited Term Position), Service Occupation; Elkhorn; Annual Salary: \$48,880; effective August 14, 2017

Lisa Lupo, Health & Technology Learning Center Assistant, Health Sciences; Burlington/Kenosha; Annual Salary: \$60,000; effective August 21, 2017

Daniel J. Lyons, Instructor Mathematics/Physics, General Studies; Racine; Annual Salary: \$75,000; effective September 5, 2017

Brian Quinn, Instructor Culinary Arts, Service Occupation; Elkhorn; Annual Salary: \$60,000; effective August 21, 2017

Amanda Robillard, Manager Customer Relationship Management (CRM) Technology, Student Success; Kenosha; Annual Salary: \$70,000; effective September 11, 2017

Amanda Schenk, Instructor Nursing, Health Sciences; Burlington; Annual Salary: \$71,000; effective August 21, 2017

Melissa A. Weber, Culinary Arts Technical Assistant (36 hrs/week; 40 weeks/year position), Service Occupation; Racine; Annual Salary: \$32,544; effective August 28, 2017

### PROMOTION(S)

Sherry Bubel, International Dean Associate, Business & Information Technology (BIT); Kenosha; Annual Salary: \$40,913.60; previously International Education Secretary; effective September 1, 2017

Samantha J. Duczak, Coordinator Dual Credit, Student Success; Racine; Annual Salary: \$62,958; previously Student Accounts Specialist; effective August 21, 2017

Jenifer Johnston, Custodian, Building Services; Kenosha; Annual Salary: \$38,584; previously Cleaner; effective September 4, 2017

Gregory Patchel, Director & Chief Pilot Aeronautics Program, MET; Kenosha; Annual Salary: \$90,000; previously Instructor Aeronautics; effective September 4, 2017

Jose G. Torres, Custodian, Building Services; Racine; Annual Salary: \$38,584; previously Cleaner; effective September 4, 2017

#### **RETIREMENT(S)**

David Pierson, Mechanic, Facilities; Kenosha; effective August 31, 2017

Terry Strash, Administrative Assistant, Benefits, Human Resources; Kenosha; effective September 27, 2017

#### **RESIGNATION(S)**

Marshall Campbell, Instructor CNC, MET; Elkhorn; effective August 15, 2017

Nakeisha Ferguson, Manager Purchasing, Finance; Kenosha; effective September 1, 2017

James Moore, Cleaner, Building Services; Kenosha; effective August 18, 2017

#### **SEPARATION(S)**

Shadi Bedoor, Instructor Mathematics/Physics, General Studies; Racine; effective August 18, 2017

Quintessence Quinn, Cleaner, Building Services; Kenosha; effective August 16, 2017



SEPTEMBER 2017 GRANT AWARDS

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action \_\_\_\_\_X  
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

GRANT AWARDS

Summary of Item: The college has received one new grant award from the U.S. Department of Education. The award is for the continuation of the Student Support Services grant which provides support services to low-income, first-generation, or students with disabilities. This is the third year of funding for the five year grant.

Attachments: Grant Awards – September 2017

College Strategic Directions  
and/or Executive Limitations: Wisconsin Statutes 38.14(4)  
Section 3 - Executive Limitations  
Policy 3.5 - Financial Condition  
College Strategic Direction #1

Staff Liaison: Anne Whynott

**SEPTEMBER 2017 GRANT AWARDS**

<b>Project Number</b>	<b>Title</b>	<b>Purpose</b>	<b>Grant Period</b>	<b>Number Served</b>	<b>Funding Source</b>	<b>Total Budget</b>	<b>Grant Award</b>	<b>Matching Funds</b>
157	Student Support Services Program - Disabilities	Provide academic and other support services to low-income, first-generation or disabled students to increase students' retention and graduation rates, facilitate their transfer from two-year to four-year colleges, and foster an institutional climate supportive of the success of low-income and first-generation college students and individuals with disabilities.	9/01/17-8/31/18	100	U.S. Department of Education	\$232,265	\$232,265	\$0

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u>  X  </u>
Information	_____
Discussion	_____

## CONTRACTS FOR INSTRUCTIONAL DELIVERY

Summary of Items:     **1. 38.14 Contract reports for August 2017**  
lists all contracts for service completed or  
in progress 2017/2018 fiscal year.

Ends Statements and/or Executive Limitations:  
Policy 4.4 College Strategic Directions/Ends Statements #1 and #3

Staff Liaison:           Debbie Davidson

# BWS CFS Board Report FY18



Contract #	Sponsor Name	Type	Course Numbers	Estimated CFS Cost	WATG #	CFS Date / Date Req.	BY:
1	<b>TOTALS</b>			<b>\$792,230.52</b>			
2	Kenosha Fire Department	IN	531-805-1BBA	\$1,006.40		02/07/17	Robin Widmar
3	<b>R&amp;B Grinding</b>	<b>IN</b>	<b>SU17: 420-437-1ZBA, 462-485-1ZBA, 462-486-1ZBA; 900-003-1ZM1R</b>	<b>\$988.00</b>	<b>172</b>	<b>02/14/17</b>	<b>Robin Widmar</b>
4	<b>Amazon -- CANCEL</b>	<b>IN</b>	<b>444-339-1ZBA</b>	<b>\$0.00</b>		<b>02/28/17</b>	<b>Robin Widmar</b>
5	KABA	IN	SU17: 196-848-1ZBA, 196-848-3ZBB	\$3,960.00		04/19/17	Robin Widmar
6	Badger High School	IN	543-300-1ZBA	\$4,571.10		03/30/17	Michelle Miller
7	Wilmot High School	IN	543-300-1ZBB	\$4,571.10		03/30/17	Michelle Miller
8	Union Grove High School	IN	543-300-1ZBC	\$4,571.10		03/30/17	Michelle Miller
9	Union Grove High School	IN	543-300-1ZBD	\$4,571.10		03/30/17	Michelle Miller
10	RUSD High School	IN	543-300-1RBA, 543-300-1RBB, 510-407-1RBA, 510-407-1RBB	\$19,938.00		04/21/17	Michelle Miller
11	Kenall Mfg	IN	605-458-1ZBA	\$5,940.00		04/21/17	Robin Widmar
12	WE Energies	IN	420-408-1CBA	\$13,360.00		05/11/17	Robin Widmar
13	East Troy	IN	543-300-1ZBE	\$4,571.10		05/12/17	Michelle Miller
14	Whitewater Unified School District	IN	531-427-1z1a, 531-427-1z1b	\$756.96		05/26/17	Lori Maccari
15	InSinkErator		SU17: 606-111-1ZBA, 623-401C-1ZBC, 196-466D-1ZBA	\$7,369.14		05/26/17	Robin Widmar
16	The Abbey Resort	IN	531-448-1z1a	\$856.65		05/02/17	Lori Maccari
17	Racine County Workforce Solutions IT Web Java Developer BC SU18	IN	152-187-1r1a, 152-088-1r1a, 152-184-1r1a, 152-182-1r1a, 152-146-1r1a, 152-097-1r1a, 152-087-1r1a, 152--183-1r1a, 152-150-1r1a, 152-174-1r1a	\$54,435.40		04/18/17	Michelle Miller
18	Racine County Workforce Solutions IT Web Java Developer BC SU19	IN	152-175-2r1a, 152-086-2r1a, 152-085-2r1a	\$21,471.00		04/18/17	Michelle Miller
19	St. Joseph's Nursing Home	IN	FA17: 196-849-2ZBA, 196-850-2ZBA	\$3,960.00		04/19/17	Robin Widmar
20	OEMMCO Inc (Kenosha)	IN	503-447-1ZBA, 503-447-1ZBB, 503-447-1ZBC, 503-447-1ZBD, 503-447-1ZBE, 503-447-1ZBF, 503-447-1ZBG, 503-447-1ZBH	\$2,640.00		04/20/17	Robin Widmar
21	Elkhorn HS	IN	531-448-1k1a	\$293.43		05/01/17	Lori Maccari
22	Union Grove HS	IN	533-126-2cza	\$2,884.40		05/18/17	Michelle Miller
23	Union Grove HS	IN	501-101-2eca	\$4.00		05/18/17	Michelle Miller
24	Union Grove HS	IN	809-188-2zca	\$4,301.10		05/18/17	Michelle Miller
25	Waterford HS	IN	809-188-2zcb	\$4,301.10		05/18/17	Michelle Miller
26	Big Foot HS	IN	501-101-2ecb	\$4,301.10		05/18/17	Michelle Miller
27	Burlington HS	IN	501-101-2ecc	\$4,301.10		05/18/17	Michelle Miller
28	Union Grove HS	IN	501-101-2ecd	\$4,301.10		05/18/17	Michelle Miller
29	Williams Bay HS	IN	501-101-2ece	\$4,301.10		05/18/17	Michelle Miller
30	Westosha Central HS	IN	533-126-2zcb	\$2,882.40		05/18/17	Michelle Miller

Contract #	Sponsor Name	Type	Course Numbers	Estimated CFS Cost	WATG #	CFS Date / Date Req.	BY:
31	Waterford HS	IN	533-126-2zcc	\$2,882.40		05/18/17	Michelle Miller
32	Burlington HS	IN	533-126-2zcd	\$2,882.40		05/18/17	Michelle Miller
33	Waterford HS	IN	809-198-2zca	\$4,301.10		05/18/17	Michelle Miller
34	Waterford HS	IN	809-198-2zcb	\$4,301.10		05/18/17	Michelle Miller
35	Elkhorn HS	IN	533-131-2zca	\$2,882.40		05/18/17	Michelle Miller
36	Williams Bay HS	IN	533-131-2zcb	\$2,882.40		05/18/17	Michelle Miller
37	Badger HS	IN	501-101-2ecf	\$4,301.10		05/18/17	Michelle Miller
38	Waterford HS	IN	809-196-2cca	\$4,301.10		05/18/17	Michelle Miller
39	Union Grove HS	IN	809-196-2ccb	\$4,301.10		05/18/17	Michelle Miller
40	Burlington HS	IN	533-126-2zce	\$2,882.40		05/18/17	Michelle Miller
41	Williams Bay HS	IN	533-126-2zcf	\$2,882.40		05/18/17	Michelle Miller
42	Burlington HS	IN	533-126-2zcg	\$2,882.40		05/18/17	Michelle Miller
43	Union Grove HS	IN	533-126-2zch	\$2,882.40		05/18/17	Michelle Miller
44	Waterford HS	IN	533-126-2zci	\$2,882.40		05/18/17	Michelle Miller
45	Big Foot HS	IN	533-126-2zck	\$2,882.40		05/18/17	Michelle Miller
46	Burlington HS	IN	533-126-2zcl	\$2,882.40		05/18/17	Michelle Miller
47	Williams Bay HS	IN	533-128-2zcm	\$2,882.40		05/18/17	Michelle Miller
48	Westosha Central HS - Cancelled	IN	533-128-2zcn	\$0.00		05/18/17	Michelle Miller
49	Catholic Central HS	IN	533-128-2zcp	\$2,882.40		05/18/17	Michelle Miller
50	Big Foot HS	IN	152-126-2zca	\$5,814.80		05/18/17	Michelle Miller
51	Burlington HS	IN	152-126-2zcb	\$5,814.80		05/18/17	Michelle Miller
52	Union Grove HS	IN	152-126-2zcc	\$5,814.80		05/18/17	Michelle Miller
53	Central HS	IN	152-126-2zcd	\$5,814.80		05/18/17	Michelle Miller
54	Williams Bay HS	IN	152-126-2zce	\$5,814.80		05/18/17	Michelle Miller
55	Elkhorn HS	IN	533-128-2zcq	\$2,884.40		05/18/17	Michelle Miller
56	Burlington HS	IN	533-128-2zcr	\$2,884.40		05/18/17	Michelle Miller
57	Waterford HS	IN	533-128-2zcs	\$2,884.40		05/18/17	Michelle Miller
58	Union Grove HS	IN	533-128-2zct	\$2,884.40		05/18/17	Michelle Miller
59	GTCF - SCJ		103-804Q-1ZBA	\$2,820.00		06/21/17	Michelle Miller
60	GTCF - SCJ	IN/TA	444-331-1cbr, 444-337-1cbr, 804-370-1cbr, 444-339-1cbr, 900-003-1M1A	\$37,836.72		06/21/17	Michelle Miller
61	GTCF - SCJ	IN/TA	801-302-2cbr, 444-338-2cbr, 900-003-xxxx	\$20,243.33		06/21/17	Michelle Miller
62	GTCF - SCJ	IN/TA	444-331-1ecw, 444-337-1ecw, 804-370-1ecw, 444-339-1ecw, 900-003-1m1b	\$30,362.04		06/21/17	Michelle Miller
63	GTCF - SCJ	IN/TA	801-302-2ecw, 444-338-2ecw, 900-003-xxxx	\$16,718.50		06/21/17	Michelle Miller

Contract #	Sponsor Name	Type	Course Numbers	Estimated CFS Cost	WATG #	CFS Date / Date Req.	BY:	
64	0063	Brunk Industries	IN	623-401C-1ZBA, 623-401C-1ZBB	\$3,044.00		05/17/17	Robin Widmar
65	0064	East Troy HS	IN	543-300-2EB1	\$4,571.10		05/18/17	Michelle Miller
66	0065	Westosha Central HS	IN	543-300-2EB2	\$4,571.10		05/18/17	Michelle Miller
67	0066	Elkhorn HS	IN	543-300-2EBA	\$4,571.10		05/18/17	Michelle Miller
68	0067	Burlington HS	IN	543-300-2ZB1	\$4,571.10		05/18/17	Michelle Miller
69	0068	Waterford HS	IN	543-300-2ZB2	\$4,571.10		05/18/17	Michelle Miller
70	0069	Burlington HS	IN	543-300-2ZBA	\$4,571.10		05/18/17	Michelle Miller
71	0070	Waterford HS	IN	543-300-2ZBB	\$4,571.10		05/18/17	Michelle Miller
72	0071	Badger HS	IN	543-300-2ZBC	\$4,571.10		05/18/17	Michelle Miller
73	0072	Wilnot HS	IN	543-300-2ZBD	\$4,571.10		05/18/17	Michelle Miller
74	0073	Mount Pleasant Police Dept.	IN	504-484-1K1A	\$200.00		06/06/17	Molly Meagher
75	0074	Walworth County Sheriff's Office	IN	504-484-1K1B	\$200.00		06/06/17	Molly Meagher
76	0075	Burlington Police Dept.	IN	504-484-1K1C	\$200.00		06/06/17	Molly Meagher
77	0076	Edgerton Police Dept.	IN	504-484-1K1D	\$200.00		06/06/17	Molly Meagher
78	0077	Waterford PD	IN	504-484-1K1E	\$200.00		06/06/17	Molly Meagher
79	0078	KPD	IN	504-481-1K1C	\$320.53		06/06/17	Molly Meagher
80	0079	KSD	IN	504-481-1K1D	\$91.58		06/06/17	Molly Meagher
81	0080	NORTEC	IN	620-420A-1ZBA	\$1,650.00		06/12/17	Robin Widmar
82	0081	Catholic Central HS	IN	543-300-1ZBF	\$457.11		06/12/17	Robin Widmar
83	0082	UNFI, Inc.	TA	900-003-1ZBA	\$4,000.00		06/15/17	Robin Widmar
84	0083	Racine County Workforce Solutions	IN	154-121-2R1B, 154-126-2R1A, 107-193-2R1B, 154-114-2R1A, 154-122-1R1A, 107-016-2R1A, 107-017-2R1A, 154-120-2R1B, 154-125-2R1A, 154-109-2R1A, 154-124-2R1A			06/19/17	Robin Widmar
85	0084	Badger High School	IN	SEE GOOGLE DOC	\$2,927.40		06/15/17	Dawn Herrmann
86	0085	Wilnot High School	IN	SEE GOOGLE DOC	\$8,602.00		06/15/17	Dawn Herrmann
87	0086	NC3	TA	900-003-3ZM1G	\$3,900.00		06/16/17	Robin Widmar
88	0087	GTCF - SCJ	IN/TA	444-337-1CBN, 444-339-1CBN, 444-331-1CBN, 801-302-1CBN, 900-003-1m1c, 900-019-1cm18	\$32,953.60		07/17/17	Michelle Miller
89	0088	GTCF - SCJ	IN/TA	444-338-2CBN, 804-370-2CBN	\$17,893.44		07/17/17	Michelle Miller
90	0089	KCJC	IN/TA	444-337-1CBS, 444-339-1CBS, 444-331-1CBS, 801-302-1CBS	\$2,456.56		07/17/17	Michelle Miller
91	0090	KCJC	IN/TA	444-338-2CBS, 804-370-2CBS	\$1,174.94		07/17/17	Michelle Miller
92	0091	WCJC - CANCELLED	IN/TA	SU17:	\$0.00			Michelle Miller
93	0092	WCJC - CANCELLED	IN/TA	FA17:	\$0.00			Michelle Miller
94	0093	ResCare Kenosha	TA	900-003-1M1CB	\$3,900.00			Robin Widmar
95	0094	ResCare Kenosha	TA	900-003-1ZM1A	\$3,900.00			Robin Widmar
96	0095	ResCare Kenosha	TA	900-003-1M1SB	\$3,900.00			Robin Widmar
97	0096	ResCare Milw	TA	900-003-1M1LB	\$3,900.00			Robin Widmar

Contract #	Sponsor Name	Type	Course Numbers	Estimated CFS Cost	WATG #	CFS Date / Date Req.	BY:
98	Walworth County WIOA	TA	900-003-1ZM1D	\$3,900.00		06/27/17	Robin Widmar
99	ResCare Kenosha	TA	900-003-1M1DD				Robin Widmar
100	ResCare Kenosha	TA	900-003-1M1JD	\$3,900.00			Robin Widmar
101	ResCare Kenosha	TA	900-003-2ZM1B	\$3,900.00			Robin Widmar
102	RCWS		900-003-1M1TN	\$3,900.00			Robin Widmar
103	<b>KCJC - CNC HS BC V - CANCELLED</b>	<b>IN/TA</b>	<b>444-331-1CBK, 444-337-1CBK, 804-370-1CBK, 444-339-1CBK</b>	<b>\$0.00</b>		<b>06/21/17</b>	<b>Michelle Miller</b>
104	<b>KCJC - CNC HS BC V - CANCELLED</b>	<b>IN/TA</b>	<b>801-302-2CBK, 444-338-2CBK</b>	<b>\$0.00</b>		<b>06/21/17</b>	<b>Michelle Miller</b>
105	Miniature Precision Components	TA	900-019-1ZBM	\$4,682.10			Robin Widmar
106	<b>WDC/Boys N Girls Club</b>	<b>IN</b>	<b>504-458-1K1B, 1K1Y &amp; 1K1Z</b>	<b>\$17,914.00</b>		<b>08/17/17</b>	<b>Molly Meagher</b>
107	WI-DOJ	IN	<b>504-458-1K1A</b>	\$17,914.00		06/21/17	Molly Meagher
108	Mondi Akrosil	IN	503-447B-1ZBA1, 503-447B-1ZBB1, 503-447B-1ZBC1, 503-447B-1ZBD1	\$668.00		06/29/17	Robin Widmar
109	Walworth Emergency Services	IN	531-892-1z1a	\$504.90		06/26/17	Lori Maccari
110	Primex Family of Companies	IN/TA	103-417C-1ZBA, 103-417C-1ZBB, 103-432C-1ZBA, 900-019-1ZBAP	\$5,722.08		06/26/17	Robin Widmar
111	<b>Mondi Akrosil</b>	<b>IN/TA</b>	<b>620-431-1ZBA, 620-431-1ZBB; 900-003-1M1MA</b>		<b>169</b>	<b>06/27/17</b>	<b>Robin Widmar</b>
112	<b>Shiloh Ind</b>	<b>IN/TA</b>	<b>620-433-1ZBA, 620-433-1ZBB, 449-411-1ZBA; 900-003-1ZM1S</b>	<b>\$2,306.00</b>	<b>168</b>	<b>06/27/17</b>	<b>Robin Widmar</b>
113	RUSD - REAL School	IN/TA	606-141-2C1A, 606-141-2C1B, 900-019-2C1A	\$28,161.12		08/29/17	Robin Widmar
114	NC3	TA	900-019-1ZCQ1, 900-019-1ZCQA	\$6,212.50		07/07/18	Robin Widmar
115	NC3	TA	900-019-2ZCQ2, 900-019-2ZCQB	\$6,212.50			Robin Widmar
116	Tecomet	IN/TA	900-010-1ZBA, 196-886A-1ZBA, 196-886B-1ZBB, 196-886B-1ZBC, 196-886B-1ZBD, 196-886B-1ZBE, 196-886B-1ZBF, 196-886B-1ZBG, 196-886B-1ZBH, 196-886B-1ZBJ, 196-886B-1ZBK, 196-886B-1ZBL	\$3,163.85		07/14/17	Robin Widmar
117	Kenosha County Highway Dept.	TA	900-019-1ZM1Q	\$7,986.00		07/11/18	Robin Widmar
118	<b>Knapp Mfg</b>	<b>IN/TA</b>	<b>623-812-1ZBA, 900-019-1ZBA; 900-003-1M1KM</b>	<b>\$3,420.00</b>	<b>146</b>	<b>07/12/17</b>	<b>Robin Widmar</b>
119	Kenall Manufacturing	IN	605-458-1ZBB	\$6,012.00		07/14/17	Robin Widmar
120	ResCare Milw	TA	900-003-1M1DC	\$3,900.00		07/14/17	Robin Widmar
121	NC3	TA	900-003-1M1DR	\$3,900.00		07/14/17	Robin Widmar
122	ResCare/FSET Keno	TA	900-003-1M1CP	\$250.00		07/14/17	Robin Widmar
123	SC Johnson	IN	620-408-1CBA	\$2,004.00		07/20/17	Robin Widmar
124	<b>Heartland Business Systems</b>	<b>IN/TA</b>	<b>150-417-2CBA; 900-003-2M1HB</b>	<b>\$2,218.00</b>	<b>165</b>	<b>07/20/17</b>	<b>Robin Widmar</b>
125	Dooley & Associates	TA	900-019-2ZBA	\$1,485.00		07/27/17	Robin Widmar
126	PPG Partners, LLC	IN	531-448-1z1b	\$538.50		07/31/17	Lori Maccari
127	Amazon	IN	444-339-2Z11				Robin Widmar
128	KUSD - Tremper HS	IN	543-300-2Z1A			08/02/17	Michelle Miller

Contract #	Sponsor Name	Type	Course Numbers	Estimated CFS Cost	WATG #	CFS Date / Date Req.	BY:
129	0128 KUSD - Indian Trails HS	IN	543-300-2Z1B, 543-300-2Z1C			08/02/17	Michelle Miller
130	0129 Racine Police Department	IN	531-427-1z1c/1z1d/2z1a-2z1g	\$6,938.80		08/08/17	Lori Maccari
131	0130 Good Foods	IN/TA	196-805D-1ZBA, 196-805E-1ZBAG, 900-019-1ZBAG	\$21,286.68		08/15/17	Robin Widmar
132	0131 Snap-On	IN/TA	606-425-1ZBA, 900-019-1ZBM1	\$8,510.50		08/15/17	Robin Widmar
133	0132 BRP US, Inc.	IN/TA	103-432C-2ZBA, 103-466-2ZBA, 900-019-2ZBRP	\$3,846.00		08/15/17	Robin Widmar
134	0133 S&J Bus Service	IN	531-427-1z1e	\$630.80		07/27/17	Lori Maccari
135	0134 NC3	TA	900-003-2M1CS	\$3,900.00		08/17/17	Robin Widmar
136	0135 NAMI, Kenosha County	TA	900-019-2KF4	\$4,000.00		08/17/17	Molly Meagher
137	0136 Med Torque	IN	420-434-2ZBA	\$2,382.20		08/18/17	Robin Widmar
138	0137 Workforce Development Ctr, Racine	IN	504-458-1K1Y	\$3,445.00		08/17/17	Molly Meagher
139	0138 KSD	IN	504-458-1K1Z	\$689.00		08/17/17	Molly Meagher
140	0139 Lakeview HS	IN	FA17: 628-115-2L1A, 628-123-2L1A, 612-102-2L1A, 628-124-2L1A, 628-109-2L1A, 444-339-2L1A, 444-331-2L1A, 444-339-2L1B			08/30/17	Robin Widmar
141	0140 Lakeview HS	IN	SP18: 628-122-3L1A, 628-122-3L1B, 444-331-3L1B			08/30/17	Robin Widmar
142	0141 DOC - RCI	IN	See Google Doc				Dawn Herrmann
143	0142 DOC - RYOC	IN	See Google DOC				Dawn Herrmann
144	0143 DOC - ELLSWORTH	IN	See Google Doc				Dawn Herrmann
145	0144 InSinkErator	IN	605-113-2ZBA, 804-370-2ZBA, 606-111-2ZBA, 606-122-2ZBA, 606-160-2CBA, 628-115-2CBA	\$55,739.16		08/21/17	Robin Widmar
146	0145 LaVelle Ind	IN	: 900-003-1M1LA	170			Robin Widmar
147	0146 NC3	TA	900-003-2M1AU	\$3,900.00		08/29/17	Robin Widmar



## GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u>  x  </u>
Information	_____
Discussion	_____

### ADVISORY COMMITTEE ACTIVITY REPORT

Summary of Item: Approval of:

- New Members as of September 1, 2017
- 2016-17 Meeting Schedule as of September, 2017

Staff Liaison: John Thibodeau

**GATEWAY TECHNICAL COLLEGE  
ADVISORY COMMITTEES -- NEW MEMBERS  
As of September 1, 2017**

PROGRAM Name	Job Title	Employer	County Represented
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**Accounting, Accounting Assistant**

Verbeten	Nancy	Vice President Finance	Johnson Financial Group	Racine
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**Business Management, Small Business Entrepreneurship, & Supervisory Management**

Cozad	Bill	Sales Manager, Packaging	Great Northern Corporation	Racine
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## ADVISORY COMMITTEE 2017-2018 MEETING SCHEDULE as of September 1, 2017

ADVISORY COMMITTEE	DEAN Associate	FALL 2017	SPRING 2018
Accounting Accounting Assistant	J. Fullington E. Klinzing	Tuesday, September 26, 2017 5:30pm - iMET, room 104	
Administrative Professional Office Assistant	R. Koukari E. Bernhardt	Tuesday, September 26, 2017 5:30pm - iMET, room 104	
Adult Basic Education	C. Jennings M. Hamilton	Tuesday, October 10, 2017 2pm - BioScience 120	
Adult High School	C. Jennings K. Paulson	Wednesday, October 18, 2017 2pm - iMET 104	
Aeronautics-Pilot Training	R. Koukari J. Carstens-Berberich	Thursday, October 12, 2017 11:00 a.m. Horizon Center, Room 106	
Air Conditioning, Heating, & Refrigeration Technology Facilities Maintenance	R. Koukari J. Carstens-Berberich	Monday, October 9, 2017 5:00 p.m. Kenosha, T130	
Arboriculture/Urban Forestry Technician	R. Koukari J. Carstens	Friday, September 22, 2017 8:30 am, Kenosha T127	
Architectural-Structural Engineering Technician Civil Engineering Technology - Fresh Water Resources Civil Engineering Technology – Highway Technology Geospatial Surveying Technician	R. Koukari S. Jenrette	Wednesday, Oct. 04, 2017 5:00 PM iMET Center, Room 104	
Automotive Maintenance Technician Automotive Technology	R. Koukari J. Carstens-Berberich	Tuesday, October 10, 2017 5:30 p.m. Horizon Center, Room 106	
Barber Technologist Cosmetology	T. Simmons M. Meagher		
Business Management Business Services Manager Small Business Entrepreneurship Supervisory Management	J. Fullington E. Bernhardt E. Klinzing	Tuesday, September 26, 2017 5:30pm - iMET, room 104	
CNC Production Technician Tool and Die Technician CNC Programmer	R. Koukari S. Jenrette	Thursday, October 12, 2017 5:30 pm, iMET Center Room 401	
Criminal Justice Studies Criminal Justice – Law Enforcement 720 Academy	T. Simmons M. Meagher		

Culinary Arts Culinary Assistant	T. Simmons L. LeMieux	Wednesday, October 4, 2017 5:00 p.m. Racine - Lake Building Observatory Kitchen	
Dental Assistant	M. O'Donnell N. Hanson		
Diesel Equipment Mechanic Diesel Equipment Technology	R. Koukari J. Carstens-Berberich	Wednesday, October 11, 2017 5:30 p.m. - Horizon Center Room 106	
Early Childhood Education Foundations of Teacher Education	T. Simmons L. LeMieux	Wednesday, October 11, 2017 10:00 a.m. - Racine - Michigan Room 113	
Electrical Engineering Technology Electronics Electronics Technician Fundamentals	R. Koukari S. Jenrette	Wednesday, Oct. 04, 2017 5:00 PM IMET Center, Room 104	
Advanced EMT Emergency Medical Technician EMT Paramedic Paramedic Technician Fire Medic	T. Simmons L. LeMieux	Tuesday, October 10, 2017 10:00 a.m. - HERO Center - H101	
Firefighter Technician	T. Simmons L. LeMieux	Wednesday, October 11, 2017 6:00 p.m. - HERO Center - H113	
Gas Utility Construction and Service	R. Koukari J. Carstens-Berberich		
Graphic Communications Professional Communications	J. Fullington E. Klinzing	Thursday, September 28, 2017 5:30pm - IMET, room 104	
Health Information Technology	M. O'Donnell R. Hickman		
Health Unit Coordinator	M. O'Donnell R. Hickman		
Horticulture	R. Koukari J. Carstens-Berberich	Monday, September 25, 2017 6:00 p.m. - Pike Creek, Room H118	
Hospitality Management Foundations of Lodging and Hospitality Management	T. Simmons L. LeMieux	Wednesday, October 11, 2017 2:00 p.m. - HERO Center, Room H101	
Human Services Associate	T. Simmons L. LeMieux	Wednesday, October 4, 2017 5:00 p.m. - Racine R102	
Information Technology - Computer Support Specialist Information Technology - Computer Support Tech Information Technology - Network Specialist	R. Koukari E. Bernhardt	Thursday, September 21, 2017 5:00 Racine Michigan Room	
Information Technology - Software Developer	R. Koukari	Thursday, September 21, 2017	

Information Technology - Web Software Developer Information Technology - Web Programmer	E. Bernhardt	5:00 Racine Michigan Room	
Interior Design	R. Koukari S. Jenrette	Thursday, September 14, 2017 5:30 pm, Kenosha Campus , Room A130	
Marketing	J. Fullington E. Bernhardt	Tuesday, September 26, 2017 5:30pm - IMET, room 104	
Mechanical Design Technology	R. Koukari S. Jenrette	Wednesday, Oct. 04, 2017 5:00 PM IMET Center, Room 104	
Medical Assistant	M. O'Donnell R. Hickman	Wednesday, October 18, 2017 @ 7:30 a.m. Racine Campus, Room TBA	
Nursing Assistant	V. Hulback N. Hanson		
Nursing Associate Degree	V. Hulback N. Hanson		
Pharmacy Technician	M. O'Donnell R. Hickman	Wednesday, October 11, 2017 6:00 pm, Burlington Center, Room 122	
Physical Therapist Assistant	M. O'Donnell N. Hanson		
Surgical Technology	M. O'Donnell R. Hickman	Monday, September 18, 2017, Kenosha, S118, 4:30pm	
Veterinary Assistant Veterinary Technician	M. O'Donnell B. Putze	Monday, October 9, 2017 5:30 pm - Veterinary Sciences Building	
Welding Welding/Maintenance & Fabrication	R. Koukari S. Jenrette	Wednesday, September 20, 2017 5:30 PM , Burlington Campus Room 100	

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

## BID NO. 1547 ACADEMIC CORRIDOR – GLAZING REPLACEMENT KENOSHA CAMPUS

Summary of Item: Sealed bids were received from various contractors for the Academic Corridor Glazing Replacement project, Kenosha Campus.

Administration is recommending the contract to provide all labor and materials required for this project be awarded to:

### **Prime Contract**

Klein-Dickert-Milwaukee, Inc.  
Milwaukee, WI

### **Abatement Contract**

Balestrieri  
Elkhorn, WI

### **Carpentry Contract**

Riley Construction  
Kenosha, WI

Prime Contract (Contract Value for Klein-Dickert)	\$43,840
Abatement Contract (Contract Value for Balestrieri)	23,875
Carpentry Contract (T & M Contract Value for Riley Const.)	7,000
Architect and Engineering Fees:(PIDA Fees–Est. Hourly)	8,000
Reimbursable Fees	<u>500</u>

**Total Project Cost: \$83,215**

Funding Source: G O Promissory Notes Series 2017-2018B

Attachments: Letter of Recommendation for Award of Bid and Tabulation of Bids from Partners In Design Architects

Ends Statements  
and/or Executive  
Limitations:

Section 3 – Executive Limitations,  
Policy 3.5, Financial Condition

Staff Liaison: Thomas Cousino

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**Partners in Design**  
**ARCHITECTS**

September 08, 2017

Mr. Tom Cousino  
Gateway Technical College  
3520 30<sup>th</sup> Avenue  
Kenosha, Wisconsin 53140

RE: Kenosha Campus  
Corridor Glazing Replacement  
Official Notice No. 1547  
PIDA Project No.: 191.17.080

**Dear Mr. Cousino:**

On Thursday, August 24, 2017, we received contractor bids for the Kenosha Campus Corridor Glazing Replacement project. Judy Braun, Nakeisha Ferguson, Larry Paruszkiewicz, and yourself were in attendance on behalf of Gateway Technical College and Michael Risselada was in attendance on behalf of Partners In Design Architects for the receipt of bids.

The bid documents consisted of a single bid package. Three qualified bids were received. After reviewing the bids with Larry Paruszkiewicz, and finding out that all of the sealant around both the interior and exterior of the frames needs to be abated, we are recommending that the college accept the modified bid of \$42,340.00 submitted by Klein-Dickert-Milwaukee Inc.

Based on our bid evaluation, we are recommending that the contract value for the project to be \$42,340.00 for Klein-Dickert, \$23,875.00 for Balestrieri and \$7,000.00 for Riley Construction. Gateway Technical College should also budget approximately \$8,500.00 for architectural fees related to the competitive bid process and reimbursable expenses.

Prime Contract:	\$ 43,840.00	<i>(Contract Value for Klein-Dickert)</i>
Abatement Contract:	\$ 23,875.00	<i>(Contract Value for Balestrieri)</i>
Carpentry Contract:	\$ 7,000.00	<i>(T&amp;M Contract Value for Riley)</i>
A&E Fees:	\$ 8,000.00	<i>(PIDA Fees - estimate hourly )</i>
<u>Reimbursable Fees</u>	<u>\$ 500.00</u>	<i>(Reimbursable expenses)</i>
<b>Total Project Cost:</b>	<b>\$ 83,215.00</b>	

Should you have any questions regarding our recommendation, please do not hesitate to give me a call.

Sincerely,

Jeffrey E. Bridleman



**BID TABULATION**  
**Official No. 1547**  
**KE Corridor Glazing Replacement**

Project No.: 191.17.080  
 Bid Date: Thursday August 24, 2017  
 Bid Time: 2:00 p.m.

General Contractor	Bid Bond	Bid Package A	Comments
Klien-Dickert	NO	\$43,840.00	
Sheboygan Glass	NO	\$52,999.00	
Omni	NO	\$49,180.00	



## Jeff Bridleman

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**From:** Jason Madore <JMadore@kdglass.com>  
**Sent:** Thursday, September 07, 2017 3:17 PM  
**To:** Jeff Bridleman  
**Subject:** Gateway Cooridor glazing  
**Attachments:** rev-Proposal Gateway Cooridor windows.pdf

Jeff,

See attached revised proposal. I was able to reduce the manhours onsite by 20 hours. Let me know if you have any questions or concerns. Thanks

Jason Madore  
Project Manager  
Klein Dickert-Milwaukee Inc.  
(262) 522-2974



Klein-Dickert Milwaukee, Inc.

WWW.KDGLASS.COM

Main Office: W231 N2837 Roundy Circle East
P.O. Box 444
Pewaukee, WI 53072-0444
Phone: (262) 650-7200
Fax: (262) 650-7210

Wisconsin Contractor Registration No. 1097080 Exp: 3/18/17

PROPOSAL

To: Gateway Technical College

Project: Corridor Glass Replacement

Location: Kenosha, WI

Architect: PiD

Documents Dated: 8/10/17

Proposal Dated: 8/24/17

Proposal Sheet: 1 of 1

Attn:

Remove and Install New:

(6) corridor storefront windows design based on Kawneer 451T framing with 1" clear low-e insulated glass. Removal of glass only includes disposal of glass onsite. Work to be completed during normal business hours M-F 6am-4pm, 2 openings per day.

Total \$42,340

If P&P bond not required. Deduct \$1,000

Excludes: permits, special warranty (2,yr workmanship included), final cleaning & protection of work.

Let me know if you have any questions or concerns. Thanks

Qualifications And Clarifications To This Proposal/Quotation

- This proposal supersedes any previously written or verbal proposal/ quotation for this project.
Quoted dollar amounts are valid for 30 days from date of this proposal, unless extended at our written option.
An additional fee of \$75.00 will added to the above total quoted dollar amount if a waiver of subrogation is required for the Workers Compensation Insurance ,and the above total proposal/quotation including alternates (if applicable) is under \$5,000.00 in total value.
Acceptance of a contract and or issuance of a payment, performance and warranty bond is contingent upon review and approval of the final contract agreement, final project documents and bond forms by Klein-Dickert Milwaukee, Inc. and our Surety.
Payment terms are 30 days net from date of invoice. Payment terms may be extended by mutual agreement or terms of subcontract.

Excluded Items To This Proposal/Quotation

- Cleaning or washing of glass, aluminum and other items covered in this proposal/quotation.
Protection of installed materials, nor replacement/repair of merials, aluminum or glass damaged by others.
Furnishing and/or installation of any wood blocking, subframe blocking, steel, masonry, etc required for installation of our materials to the building or Installation of any electrical, insulation etc. which may be require,ed, except as specifically noted in our proposal/quotation, is not included.
Special shifts or overtime for material installation, unless specifically included in this proposal/quotation, or agreed to in writing.
Temporary protection, enclosures or barricades against weather, pilferage or for other reasons, unless specifically included in this proposal/quotation.

Accepted By:
Printed name:
Title:
Date:

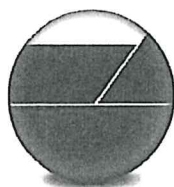
Klein-Dickert Milwaukee, Inc.

By: Jason Madore

E-Mail: jmadore@tds.net

Should you accept this proposal, please sign and return one copy.

September 21, 2017



**BALESTRIERI**  
 AN INDUSTRIAL SERVICE COMPANY  
1538 Country Club Parkway, Elkhorn, WI 53121-3999 (262) 743-2800 (800) 453-2965 (262) 743-2810 (Fax)

Balestrieri Group  
 1538 Country Club Pkwy  
 Elkhorn, WI 53121-3999  
 (262) 743-2800  
 (800) 453-2965  
 (262) 743-2810 (Fax)  
 Email: field@balestrierigroup.com

Milwaukee, WI  
 (414) 483-5144

Madison, WI  
 (608) 223-0072

Green Bay, WI  
 (920) 435-1577

Rockford, IL  
 (815) 963-9776

Chicago, IL  
 (773) 388-2026

www.balestrierigroup.com



**AGC**  
 GREATER MILWAUKEE  
 ASSOCIATE MEMBER

MEMBER  
  
 American Subcontractors  
 Association, Inc.



September 1, 2017

Project # 6333

Mr. Lawrence Paruszkiewicz  
 Gateway Technical College  
 3520 30th Ave  
 Kenosha, WI 53144

**RE: Asbestos Abatement – M Wing, Prior to Renovation**  
**Gateway Kenosha Campus Academic Building, 3520 30<sup>th</sup> Avenue, Kenosha, Wisconsin**

Dear Mr. Paruszkiewicz:

We are pleased to present the following proposal per the inspection by Stephen Jandrowski on August 24, 2017. BE&D, Inc. will furnish labor, materials, equipment, hauling, disposal, subcontractor fees, OSHA compliant air monitoring and permits for the proper removal and disposal of the following asbestos containing building materials:

- PERMITS .....\$475.00
  - Non-refundable WDHS Notification and project documentation fee (with >2 days advance notice)
- ASBESTOS ABATEMENT .....\$14,400.00
  - Remove approximately 1,296 lineal feet of non-friable Category II asbestos containing window caulk from the interior and exterior window frames.
- AIR MONITORING ..... \$750.00/containment
  - Due to the size of the project, BE&D will contract with an independent, certified industrial hygienist firm or a professional air-monitoring firm to perform an independent visual inspection and final air monitoring clearance via PCM analysis. It is anticipated that twelve (12) clearance tests may be performed. Based on your facility policy, this may be optional and may be crossed off when returning signed agreement.

*Please Note: Caulk on the exterior brick will be hand scraped to the best of our ability.*

The total cost of this project will be twenty-three thousand eight hundred seventy-five dollars (\$23,875.00). This price is based on the enclosed Terms and Conditions of Agreement effective September 1, 2017. All work will be performed per USEPA and OSHA guidelines, using only state certified personnel.

A Response Action Summary will be sent upon final completion and payment of all phases of the project. The report contains a copy of the WDHS Notice of Intent, Certificate of Destruction (waste manifest), foreman report and a copy of all air test results.

Our mission is to assist our clients in reducing their exposure to environmental liabilities and hazards. Balestrieri has been providing turn-key environmental and building renovation services since 1992. Visit our website at [www.balestrierigroup.com](http://www.balestrierigroup.com) to review all the services we can provide to you.



September 7, 2017

Larry Paruszkiewicz  
Gateway Technical College  
3520 30th Ave  
Kenosha, WI 53144

**Academic Corridor Glass Replacement Proposal:**

We propose to build interior temporary plywood partition walls to allow for the exterior framing and glass to be replaced at (6) locations along the academic corridor.

Includes coordination with the abatement and glass contractors.

Includes removal and replacement of the flooring, ceiling grid and tile inside the temporary partitions.

We propose T&M not to exceed, \$7,000.00.

Sincerely,

RILEY CONSTRUCTION COMPANY, INC.

A handwritten signature in cursive script that reads "Ashley Markham".

Ashley Markham  
Project Engineer

# GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

## BID NO. 1548 PLAZA RENOVATION EXTERIOR KENOSHA CAMPUS

Summary of Item: Sealed bids were received from various contractors for the Plaza Renovation Exterior – Kenosha Campus project.

Administration is recommending the contract to provide all labor and materials required for this project be awarded to:

### **Prime Contract**

Riley Construction  
Kenosha, WI

### **Study Phase**

Balestrieri  
Elkhorn, WI

Prime Contract (Contract Value for Riley Construction)	\$117,948
Study Phase (Contract Value for Balestrieri)	19,900
A&E Fees (PIDA Fees – estimate hourly)	11,241
Reimbursable Fees	<u>859</u>
	<b><u>\$149,948</u></b>

Funding Source: Reserves

Attachments: Letter of Recommendation for Award of Bid and Tabulation of Bids from Partners in Design Architects

Ends Statements  
and/or Executive  
Limitations:

Section 3 – Executive Limitations,  
Policy 3.5, Financial Condition

Staff Liaison: Thomas Cousino

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September 15, 2017

Mr. Tom Cousino  
Gateway Technical College  
3520 30<sup>th</sup> Avenue  
Kenosha, Wisconsin 53140

RE: Kenosha Campus  
Plaza Renovation Exterior  
Official Notice No. 1548  
PIDA Project No.: 191.17.034

**Dear Mr. Cousino:**

On Thursday, September 14, 2017, at the office of your construction manager, Riley Construction, we received subcontractor bids for the Kenosha Campus Plaza Renovation Exterior project. Judy Braun and Larry Paruszkiewicz were in attendance on behalf of Gateway Technical College, Brendan Donnelly, Ashley Markham and Patrick Mayew were in attendance on behalf of Riley Construction and Loren Kolek and I were in attendance on behalf of Partners In Design Architects for the receipt of bids.

The bid documents consisted of a single bid package, one alternate bid and an allowance for landscaping. After reviewing the bids with Larry Paruszkiewicz and Riley Construction we are recommending that the college accept the base bid package including the allowance.

The alternate bid (*not accepted*) was to provide a stain and stamped concrete patio in lieu of a the smooth finish concrete patio between the student commons and the east entry lobby space.

Based on our bid evaluation, we are recommending Riley Construction's contract value for the project to be \$117,948.00. Gateway Technical College should also budget approximately \$32,000.00 for architectural fees related to the study phase, competitive bid process and reimbursable expenses.

Prime Contract:	\$ 117,948.00	(Contract Value for Riley)
Study Phase:	\$ 19,900.00	(Contract Value for Balestrieri)
A&E Fees:	\$ 11,241.00	(PIDA Fees - estimate hourly )
<u>Reimbursable Fees</u>	<u>\$ 859.00</u>	(Reimbursable expenses)
<b>Total Project Cost:</b>	<b>\$ 149,948.00</b>	

Should you have any questions regarding our recommendation, please do not hesitate to give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "J. E. Bridleman", with a long, sweeping horizontal stroke at the end.

Jeffrey E. Bridleman



**GTC**  
**Kenosha Plaza**  
 Kenosha, WI

**Construction Documents Phase**  
 September 14, 2017

**Cost Summary**

0

CSI #	DESCRIPTION	AMOUNT	COST/SF	CONTRACTOR	Alt 1: CONC
<a href="#">010000</a>	General Conditions	7,242	\$ 1.04	Riley Item	N/A
<a href="#">260000</a>	Electrical	28,800	\$ 4.12	Valiant	N/A
<a href="#">321615</a>	Site Concrete	38,350	\$ 5.48	Riley Item	13,952
<a href="#">329000</a>	Landscaping	25,000	\$ 3.58	Allowance	N/A
	Subtotal	99,392	\$ 14.22		13,952
	Contingency (10%)	9,939			1,395
	Subtotal	109,331			15,347
	Builders Risk Insurance	By Owner			By Owner
	Building Permit	N/A			N/A
	Preconstruction Fee (.5%)	547			77
	General Liability Insurance (.5%)	547			77
	Overhead & Profit (5%)	5,467	\$ 0.78		767
	Subguard (1% of Subs)	538			0
	Subtotal	116,429			16,268
	A/E Fee				
	Subtotal	116,429	\$ 16.65		16,268
	<a href="#">Performance Bond</a>	1,519	\$ 0.22		114
	<b>TOTAL</b>	<b>\$ 117,948</b>	<b>\$ 16.87</b>		<b>\$ 16,382</b>

Project Square Footage 6,992





X. POLICY GOVERNANCE MONITORING REPORTS

A. End Statement Monitoring

College Ends Policy - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided.

**2) Businesses benefit from a well-trained, educated workforce and access to customized business and workforce solutions that support a positive business climate.** Amazon – Debbie Davidson

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD**

Roll Call	_____
Action	<u>  X  </u>
Information	_____
Discussion	_____

**POLICY GOVERNANCE MONITORING REPORTS**  
**Ends Statement Monitoring**

College Ends Policy - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided.

**2) Businesses benefit from a well-trained, educated workforce and access to customized business and workforce solutions that support a positive business climate.**

**Staff Liaison:** Debbie Davidson

X. POLICY GOVERNANCE MONITORING REPORTS

B. Executive Limitations

3.5 Financial Condition – FY 2016-2017 Year-End Financial Review  
(unaudited) – Sharon Johnson

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD**

Roll Call \_\_\_\_\_  
Action   X    
Information \_\_\_\_\_  
Discussion \_\_\_\_\_

**MONITORING REPORT  
FY 2016-17 YEAR-END FINANCIAL REVIEW (UNAUDITED)**

Summary of Item:           The report will include FY 2016-17 preliminary year-end financial review and results (unaudited).

Attachment:               FY 2016-17 Year-End Financial Review (unaudited)

Ends Statements  
and/or Executive  
Limitations:               Section 3 - Executive Limitations:  
                                  3.5 Financial Condition

Staff Liaison:             Sharon Johnson

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# YEAR END FINANCIAL REVIEW

July 1, 2016 – June 30, 2017

## General Fund

The preliminary General Fund results for fiscal year 2017 are as follows:

GENERAL FUND	Budget	Actual	Variance fav (unfav)
Revenue	\$ 78,360,998	\$ 79,688,382	\$ 1,327,384
Expenses	78,435,998	76,149,765	2,286,233
Net Operating Rev (Exp)	<u>(75,000)</u>	<u>\$ 3,538,617</u>	<u>\$ 3,613,617</u>
Transfer Out	-	(3,200,000)	(3,200,000)
General Fund Surplus (Deficit)	\$ (75,000)	\$ 338,617	\$ 413,617

## Overall Results

Preliminary operating results show revenues exceeding expenses by \$3.5 million, however due to a planned transfer out to the capital fund, the net effect to fund balance will be an increase of \$.3 million. The operational savings are mainly due to vacant position savings throughout the year, benefits budgeted at family for all vacancies and administration managing discretionary current expenses. Overall, salary savings are lower than fringe savings as additional adjuncts were used in place of full time personnel.

## Fund Balance/Reserves

Fund balance is a combination of previous fund balance, net revenues over expenses, adjustments for prepaid expenditures and transfers out to other funds. As a matter of sound financial practice, fund balance should only be used to support one time initiatives, as opposed to ongoing operational expenses. In any year, the amount by which net expenses exceed net revenues, there will be a direct reduction in fund balance. Prepaid expenses are those expenses paid in the current year for services expected in the following year. They are "shifted" to the appropriate year through the use of reserves. Prepaid expenses include expenses for health & dental, maintenance agreements, IT contracts, purchasing consortium expenses, etc.

In FY17 and as part of the budget, the board approved a \$3,200,000 reclassification of fund balance to the capital projects fund for one time remodeling and equipment needs to support the Racine Lake and Lincoln electrical upgrade project, the new Inspire Center remodel and Human Patient Simulator equipment purchases and various other projects on the Kenosha, Racine and Elkhorn campuses. Management is recommending fund balance be monitored for policy adherence and possible use to offset the OPEB liability.

### Change in Fund Balance - Designated for Operations:

<b>06/30/16 Balance</b>	<b>\$ 24,906,863</b>	
Less: reclassification to Reserve for OPEB	\$ (250,000)	-
Net Revenue over Expenditures FY17	3,538,617	
Adjustment for increase in Prepaid Expenditures	(798,735)	
Less: Operating Transfer out to Capital Fund	<u>(3,200,000)</u>	
Net Change to Designated for Operations	(710,118)	
<b>06/30/17 Balance</b>	<b><u>\$ 24,196,745</u></b>	
FY17 Expenses	\$ 76,149,765	
General Fund Reserves as a % of Expenses	31.8%	

# YEAR END FINANCIAL REVIEW

July 1, 2016 – June 30, 2017

The General Fund reserve is expected to be \$24.2 million as of June 30, 2017 or 31.4% of expenses budgeted for FY18. To align with the WTCS Financial Administrative Manual and comply with district policy, administration is recommending the fund balance will be allocated to various designations as follows:

		As a % of Expenses
<b>Designated for Operations</b>	<b>\$ 19,037,441</b>	<b>25.0%</b>
Designated for Subsequent Year	5,159,304	
<b>Total Fund Balance 06/30/17</b>	<b>\$ 24,196,745</b>	

## Revenues

Overall, total revenues were slightly favorable to budget by 1.7% or \$1,327,384. The increase is due largely to tax payments from three TIF districts of \$327,000. Although considered a “wash” with expenses, Transcribed Credits exceeded the budget by \$473,487 or 47.3% demonstrating additional outreach into the K12 districts and an increase in State Aid over budgeted amounts of \$650,153. These increases were offset by a decrease in Bookstore Royalties over budgeted amounts of \$131,206 due to the shift of commissions to the Foundation.

## Expenses

Overall, total general fund expenses were under budget by \$2,286,233 or 2.9%.

*Total salaries* were under budget \$233,646 or .5% due largely in part to full time salaries and wages coming in under budget by .02 % or \$827,623. This savings is offset by an increase in Adjunct Instructor salaries of .09 % or \$593,977. The decrease in hiring full time faculty provided the flexibility needed to accommodate the changes in enrollment during the fiscal year.

*Employee benefits* were under budget by \$1,359,827 or 8.0%. The variance is due largely in part to Health & Dental Insurance savings of \$570,804 or 5.7%; and Social Security and Retirement of 5.6% or \$362,806. These savings were driven by unfilled full-time positions which were budgeted at family coverage. Early retirement expense was under budget \$244,593 or 15.3% due mainly to actual rates coming in lower than expected.

*Other expenses* were under budget by \$692,761 or 5.1%. Included in the *other expenses* category are Supplies, which were under budget by \$251,406 or 15.9%. The savings in supplies was mainly attributed to management’s focus on controlling expenses responsibly in line with the decrease in enrollment. Rentals were also under budget by 37.1% or \$363,345. The rental savings was attributed to the decrease in cost of equipment rentals due to the continued green print initiative. Service Contracts were under budget by 9.5% or \$224,079; Utilities came in favorable by \$209,834 or 13.9 %; Travel was favorable by \$96,554 or 15.4%; Dues, Memberships and Subscriptions were favorable by \$73,451 or 17.1%. Uncollectable expenses were favorable by \$231,002 or 73.0%; Computer software expenses were favorable by \$118,068 or 20.1%; Minor equipment expenses and insurance were both favorable by \$106,778 or 25.8% and \$94,130 or 13.5% respectively. Offsetting the decreases were Academic Professional Contracts which were over budget by 205.0% or \$1,127,921 mainly due in part to the increase in Transcribed credit offerings (“wash” mentioned in revenues) as well as CDL testing and training expenses.

# YEAR END FINANCIAL REVIEW

July 1, 2016 – June 30, 2017

## **Special Revenue Fund**

The Special Revenue Fund is used to account for all grant-related activities. The fund experienced a unfavorable financial result for FY 2017 with expenditures exceeding revenues by \$341,601. This variance is due to the use of fund balance previously approved for the Innovation Grants. A year-end budget revision will be necessary to reallocate the budget within functions.

## **Capital Projects Fund**

The Capital Projects Fund is used to account for financial resources and related financial activity for the acquisition and improvement of sites and for the acquisitions, construction, equipping and renovation of buildings. Revenues reflect fiscal year debt issues totaling \$14 million and \$3.375 million of operating transfers of which \$3.2 million are from the General Fund, \$75K from the Special Revenue Fund and \$100k from the Special Revenue Non-Aidable Fund (DAAB). Overall, the Capital Project Fund reflects total expenditures of \$15.9 million and revenues and other financing sources of \$17.5 million. The Capital Projects fund balance increased by \$1,583,209. Year-end budget revision will be necessary to reallocate the budget within functions.

## **Debt Service Fund**

The Debt Service Fund is used to account for the accumulation of resources for, and payment of, general long-term debt and lease obligation principal, interest and related costs. The fund revenues exceeded expenditures by \$364,429 due to favorable market conditions and lower than expected interest costs. Principal and interest payments totaled \$10.9 million in FY17.

## **Enterprise Fund**

The Enterprise Fund is used to account for operations (other than for the general operations) that are financed and operated in a manner similar to a private business enterprise, where the intent of the College is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The operations of the District's culinary arts, auto labs and miscellaneous student auxiliary items are accounted for in the enterprise funds in a manner similar to accounting for private enterprise operations. The fund experienced a positive financial result with revenues exceeding expenses by \$49,326.

## **Summary**

Overall, the College's financial condition remains strong and well positioned to meet future fiscal challenges. The College continues to hold a bond rating of Aaa, the highest rating as provided by Moody's Investors Services. As compared to the other 16 WTCS, Gateway has the 4<sup>th</sup> highest equalized value; 5<sup>th</sup> lowest debt as a percentage of operating expenses at 13.49% and 3<sup>rd</sup> highest General Fund balance as a percentage of revenues. Moving forward, management will continue to keep a focus on enrollment trends, community needs and economic indicators to ensure responsible fiscal management.

XI. BOARD MEMBER COMMUNITY REPORTS



XII. NEXT MEETING DATE AND ADJOURN

- A. Regular Meeting – Thursday, October 24, 2017, 8:00 am, Elkhorn Campus, Rooms 112/114
- B. Adjourn