



WAUKESHA
COUNTY TECHNICAL
COLLEGE

**Hands-on
Higher Ed**

WCTC District Board Regular Meeting

Tuesday, June 13, 2023, 5:00 p.m.

Waukesha County Technical College

Richard T. Anderson Education Center, C051/057

Upcoming Meetings

Annual Organizational & Regular Board Meeting	July 10, 2023	5:00 p.m.	In-Person
Regular Board Meeting	August 8, 2023	5:00 p.m.	In-Person
Regular Board Meeting	September 12, 2023	5:00 p.m.	In-Person



WCTC Vision Statement: Waukesha County Technical College is the distinct choice for innovative and transformative education.

WCTC Mission: Waukesha County Technical College provides accessible career and technical education to strengthen our community through life-long learning.

**Waukesha County Area Technical College
District Board Meeting
June 13, 2023 - 5:00 PM
Richard T. Anderson Education Center, C051/057**

AGENDA

I. Call to Order – Courtney Bauer

A. Pledge of Allegiance

II. Public/Staff Remarks*

III. President’s Report – Dr. Richard Barnhouse

IV. Approval of Consent Agenda Items

4-7 A. Minutes Dated May 9, 2023

8-17 B. Accounts Payable Summaries for May 4, 11, 18, 25 and 30, 2023

18 C. 38.14 Contract Report for May 2023

19-21 D. Approval to Hire Term Report

V. Action Items

22-24 A. Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing – Jane Kittel

25-27 B. Resolution Establishing Projected 2023-24 Reserves – Jane Kittel

28-29 C. Resolution to Adopt the 2023-24 Budget – Jane Kittel

30-34 D. Request to Submit a Concept Review to the Wisconsin Technical College System Board for an Artificial Intelligence Data Specialist Associate of Applied Science Program – David Schubot and Dawn Voigt

35-50 E. Initial Approval to Consider Parking Lot 60 Reconfiguration and Requesting Approval by the Wisconsin Technical College System Board (WTCSB) – Rich Haen

VI. Presentation/Discussion

A. Annual Information Technology Report – Shannon Ford and Jane Kittel

B. Report from Nominating Committee for 2023-24 WCTC Board Officers – Joe Garza


VII. A motion shall be made pursuant to Sec. 19.85(1) (c) and (e) Wisconsin State Statutes to convene into Closed Session to discuss:

A. Foundation MOU

B. WCTC President’s Evaluation and Consideration of Terms Regarding Finalizing FY24 Contract

The Board may reconvene in open session to take action on the Foundation MOU and finalizing terms of WCTC President’s FY24 Contract

VIII. Adjournment – Courtney Bauer



Dr. Richard G. Barnhouse, President

*** Board Meeting Rules of Conduct**

District Board meetings are to be conducted in accordance with the published agenda. Public remarks are allowed but must be made during the “public/staff remarks” section of the agenda and are limited to three (3) minutes per person and fifteen (15) minutes in total. This is not a public hearing. Persons who wish to address the district Board may make a statement as long as it pertains to a specific current agenda item. The District Board Chairperson may or may not respond to statements made.

Public/Staff Remarks Procedure:

1. Public Comments must pertain to a current agenda item.
2. Comment request forms must be completed and submitted to the District Board Executive Assistant prior to the meeting.
3. The Board Chairperson will ask the requesting speaker to come forward to present their comments to the District Board.
4. Speakers must adhere to the three (3) minute limit per individual.
5. Total time allotted for all public remarks shall not exceed fifteen (15) minutes.
6. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual.

Unless requested by the Board Chairperson from the audience regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the board meeting and/or discussion. Interruptions or disruptive behavior may result in security being notified. Public comments or communications may also be directed to the Board through the President’s office in Room C211.

Attention Individuals with Disabilities:

Every reasonable effort will be made for special accommodations for individuals with disabilities for public board meetings. Please contact the District Board Executive Assistant at 262/691-5211 at least 72 hours prior to the meeting if you require special accommodations.

**Waukesha County Area Technical College
Public Hearing and
District Board Meeting Minutes
May 9, 2023 – 5:00 PM
Richard T. Anderson Education Center, C051/057**

Present:

Courtney Bauer, Board Chairperson
Joe Garza, Board Vice Chairperson
Brian Baumgartner, Secretary/Treasurer
Ryan Clark, Board Member (virtual)
Thomas Michalski, Board Member
Stephanie Reisner, Board Member
Lois Vasquez, Board Member
Jim Zaiser, Board Member

Absent

Also Present:

Richard Barnhouse

27 Guests

PUBLIC HEARING

I. Call to Order – Courtney Bauer 5:00 p.m.

A. Pledge of Allegiance

II. Public/Staff Remarks

A. None

III. 2023-24 Annual Budget Review – Dr. Jane Kittel

- Dr. Kittel reported on the 2023-24 budget. Budget approval is recommended at the June Board meeting. The tax levy is scheduled for approval at the October Board meeting. A recalculation will be shared at that time.

IV. Adjournment – Courtney Bauer

- The Public Hearing meeting was adjourned at 5:09 p.m.
-

REGULAR MEETING

V. Call to Order – Courtney Bauer 5:09 p.m.

VI. Public/Staff Remarks

A. None

VII. Delegates to be Heard

A. Student Government Association – Gabby Karaban

- Ms. Karaban shared that the SGA closed out the semester with two events and close to 130 attendees. They are looking forward to the next school year and the updated Student Life space. Ms. Karaban thanked the staff who have worked closely with SGA this past year on multiple events.

VIII. President's Report – Dr. Richard G. Barnhouse

- Dr. Barnhouse welcomed everyone to the WCTC District Board May meeting.
- Two graduation ceremonies will be held on May 20, 2023 with a separate DEA graduation on May 19, 2023.
- On May 1, WCTC turned 100 years old. The Light the Hoan Bridge Event was a great way to celebrate and all the students involved did an excellent job coding the lights on the bridge.
- The partnership with Lakeland University has been finalized. Classes will be taught on the WCTC campus starting this fall. The Board will receive updates moving forward.
- Ms. Mary Poehls, Organizational Transformation & Quality Leader will be presenting the Modern College Plan this evening. Prior conversations have been held about the new process. The concept and model are coming together and the process has been transformational.
- WCTC was recently contacted by Carroll University about a new partnership. The Board will be updated as more information becomes available.
- The Workforce Solutions Leadership Council, chaired by Dr. Barnhouse, has concluded its work. The Council learned that the workforce shortage will extend well into the 2030's. Dr. Barnhouse will keep the Board apprised of next steps.
- A meeting was recently held with Representative Cindi Duchow and WCTC education students. The WCTC students put together a proposal on how to mitigate the teacher shortage and did an impressive job.
- Dr. Barnhouse recently participated in a TechEd Podcast that focused on Artificial Intelligence, higher education funding and what employers are looking for.
- He thanked everyone who participated in WCTC's Earth Day event, which had over 250 participants from the College and community.
- The Child Development Center Golf Scramble is scheduled for this Friday, May 12.

IX. Approval of Consent Agenda Items

- A. Minutes dated April 11, 2023 (Regular Board Meetings)
- B. Accounts Payable Summaries for April 6, 13, 20 and 27, 2023
- C. 38.14 Contract Report for April 2023
- D. Approval of Continuation of 38.14 Contract Pricing Rates for FY24
- E. Approval of Hire Term Report
- F. Board Monitoring Data: 2022/23 Third Quarter Financial

Mr. Jim Zaiser motioned to approve the Consent Agenda Items; receiving a second from Ms. Stephanie Reisner. **Approved; carried unanimously.**

X. Action Items

- A. **2022-23 Budget Modification – Kristine Golz**
 - Ms. Golz reviewed the 2022-23 budget modifications secondary to changes in federal and institutional revenues and a transfer of funds. She then recommended approval of the 2022-23 budget modification.

Mr. Thomas Michalski motioned to approve the 2022-23 Budget Modification; receiving a second from Mr. Brian Baumgartner. **Approved; carried unanimously.**
- B. **Tentative WCTC Board Adoption of 2023-24 Budget – Jane Kittel**

- Dr. Kittel referred to the prior budget review and asked if the Board had any questions. She then recommended approval of the tentative WCTC Board adoption of 2023-24 budget.

Mr. Joe Garza motioned to approve the Tentative WCTC Board Adoption of 2023-24 Budget; receiving a second from Mr. Michalski. **Approved; carried unanimously.**

C. Approval of Resolution Awarding the Sale of \$3,950,000 General Obligation Promissory Notes, Series 2023A – Jane Kittel

- Dr. Kittel introduced Ms. Lisa Voisin, Managing Director, Robert W. Baird & Co. Ms. Voisin shared that WCTC received four bids. The lowest bid of 2.95% received from TD Securities was accepted. She highlighted that WCTC continues to be Aaa bond rated. Dr. Kittel then recommended approval of the resolution.

Mr. Garza motioned to approve the Resolution Awarding the Sale of \$3,950,000 General Obligation Promissory Notes, Series 2023A. Mr. Baumgartner seconded the motion. **Approved; carried unanimously.**

D. Approval of Submission of a Program Implementation for a 50-623-2 Industrial Metrology Technician Apprentice Program to the Wisconsin Technical College System – Mike Shiels and David Schubot

- Mr. Shiels reviewed the program request sharing that Metrology is precision measurement in manufacturing. As part of the development of this program, WCTC met with employers from around the state to discuss needs. Pending approval, this program will start this fall. Mr. Shiels then recommended approval.

Mr. Zaiser motioned to approve Submission of a Program Implementation for a 50-623-2 Industrial Metrology Technician Apprentice Program to the Wisconsin Technical College System; receiving a second from Ms. Lois Vasquez. **Approved; carried unanimously.**

E. Recommendations for Nomination Committee for 2023-24 Board Officers – Courtney Bauer

- Nominating Committee Volunteers:
 - Joe Garza (spokesperson)
 - Jim Zaiser
 - Stephanie Reisner

Mr. Michalski motioned to approve the Recommendations for Nomination Committee for 2023-24 Board Officers; receiving a second from Mr. Baumgartner. **Approved; carried unanimously.**

XI. Presentation/Discussion

A. Planning for the Modern College – Mary Poehls

- Ms. Poehls excitedly reviewed the planning for the Modern College. She provided the Board with an overview of the process and highlighted the phases moving forward.

V. Mr. Brian Baumgartner motioned to convene into Closed Session pursuant to Section §19.85(1)(b), (c) and (e) Wisconsin State Statutes at 6:30 pm:

- Mr. Garza seconded the motion.
- Unanimous roll call vote**
- Discussions were held regarding:

- Consideration of Non-Renewal(s)
 - Base Wage Bargaining Agreement Update
- D. Mr. Baumgartner motioned to reconvene in open session; receiving a second from Mr. Garza.
- E. **Unanimous roll call vote**
- F. The open meeting reconvened at 6:40 pm
- G. Mr. Garza made a motion to accept the non-renewal as presented; receiving a second from Mr. Baumgartner. **Approved; carried unanimously.**
- H. Mr. Baumgartner motioned to accept the Base Wage Bargaining Agreement as presented; receiving a second from Mr. Garza. **Approved; carried unanimously.**

XII. Adjournment – Courtney Bauer

- Mr. Garza motioned to adjourn the meeting, receiving a second from Mr. Baumgartner. Meeting adjourned at 6:45 p.m.

Respectfully Submitted by
 Kristan Gochenauer
 Executive Assistant to the Board

Signed: _____
 Brian Baumgartner, Secretary/Treasurer

ACCOUNTS PAYABLE SUMMARY

May 04, 2023

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$355,515.93**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 13th day of June 2023**

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 05/04/23 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
!0035969	05/02/23	Aladdin Food Management Services LLC	\$ 4,001.75
!0035970	05/02/23	Bitlyft Security LLC	\$ 24,626.71
!0035971	05/02/23	Johnson Controls Inc	\$ 20,347.00
!0035972	05/02/23	PFM Asset Management LLC	\$ 5,334.48
!0035973	05/02/23	Simons Electrical Systems	\$ 6,028.50
C0744414	05/02/23	Allcon LLC	\$ 16,687.65
C0744420	05/02/23	Edible Destinations	\$ 22,880.00
C0744423	05/02/23	Field Training Solutions	\$ 6,000.00
C0744427	05/02/23	IWM Corporation	\$ 4,525.49
C0744435	05/02/23	Professional Sports Publications	\$ 8,000.00
C0744441	05/02/23	The Registry	\$ 5,100.00
C0744444	05/02/23	Waste Management of WI-MN	\$ 3,055.43
!0036001	05/04/23	Aladdin Food Management Services LLC	\$ 2,763.86
C0744490	05/04/23	Creative Constructors LC	\$ 203,675.00
C0744494	05/04/23	Dell Marketing L P	\$ 5,573.31
C0744497	05/04/23	Herff Jones Inc	\$ 5,850.08
C0744511	05/04/23	Private Lines Inc	\$ 4,156.25
C0744513	05/04/23	RCB Awards	\$ 3,370.42
C0744516	05/04/23	Staff Electric Company Inc	\$ 3,540.00

19 payments TOTAL:

\$ 355,515.93

ACCOUNTS PAYABLE SUMMARY
May 11, 2023

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$363,339.27**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 13th day of June 2023**

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 05/11/23 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
I0036021	05/09/23	Aladdin Food Management Services LLC	\$ 4,365.20
I0036023	05/09/23	Johnson Controls Inc	\$ 3,057.00
C0744594	05/09/23	Allcon LLC	\$ 13,746.00
C0744605	05/09/23	Graef Anhalt Schloemer Associates	\$ 3,040.00
C0744610	05/09/23	John E Reid & Associates, Inc	\$ 18,000.00
C0744614	05/09/23	Neumann Co Inc	\$ 5,430.00
C0744625	05/09/23	WE Energies	\$ 64,269.00
C0744626	05/09/23	WE Energies	\$ 3,476.53
C0744628	05/09/23	WE Energies	\$ 6,219.66
C0744633	05/09/23	WE Energies	\$ 64,710.03
C0744634	05/09/23	WE Energies	\$ 6,405.69
C0744637	05/09/23	Zimmerman Design Group	\$ 14,911.52
C0744711	05/11/23	Code Red Security LLC	\$ 9,063.00
C0744718	05/11/23	Equipment Depot of Wisconsin Inc	\$ 29,202.64
C0744719	05/11/23	Ewald Automotive Group Inc	\$ 38,513.50
C0744720	05/11/23	Froedtert Health Inc	\$ 13,532.50
C0744724	05/11/23	Henneman Engineering Inc	\$ 3,637.50
C0744725	05/11/23	James Imaging Systems	\$ 3,583.25
C0744726	05/11/23	Labyrinth Publications	\$ 3,487.58
C0744727	05/11/23	Majlc Productions Inc	\$ 8,700.00
C0744730	05/11/23	Mine Safety Appliances Company	\$ 32,545.00
C0744732	05/11/23	Novum Medical Products of NY LLC	\$ 10,193.67
C0744736	05/11/23	SkillsUSA Inc	\$ 3,250.00

23 payments TOTAL:

\$ 363,339.27

ACCOUNTS PAYABLE SUMMARY
May 18, 2023

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$297,133.85**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 13th day of June 2023**

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 05/18/23 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
C0744762	05/16/23	Air One Equipment Inc	\$ 7,987.00
C0744763	05/16/23	American Pressure Cleaning LLC	\$ 5,971.00
C0744771	05/16/23	EAB Global	\$ 27,279.00
C0744772	05/16/23	Ellucian Co LP	\$ 100,792.00
C0744774	05/16/23	Gordon Flesch Co Inc	\$ 5,801.58
C0744780	05/16/23	Journal Sentinel Inc	\$ 37,451.00
C0744783	05/16/23	MacQueen Emergency Group	\$ 4,070.71
C0744798	05/16/23	Trimark Marlinn LLC	\$ 2,555.82
I0036068	05/18/23	Aladdin Food Management Services LLC	\$ 3,880.37
I0036070	05/18/23	Evisions LLC	\$ 11,715.00
I0036072	05/18/23	Madison National Life Insurance Co	\$ 8,618.03
I0036073	05/18/23	Symetra Life Insurance Company	\$ 21,660.46
C0744865	05/18/23	American Solutions for Business	\$ 3,830.27
C0744867	05/18/23	CDW-G Computer Discount Warehouse	\$ 7,205.88
C0744871	05/18/23	Jones School Supply Company Inc	\$ 2,661.75
C0744872	05/18/23	Kaminsky Sullenberger & Associates Inc	\$ 8,385.00
C0744873	05/18/23	Magellan Promotions LLC	\$ 9,107.98
C0744874	05/18/23	MJS Landscaping Services	\$ 28,161.00

18 payments TOTAL:

\$ 297,133.85

ACCOUNTS PAYABLE SUMMARY
May 25, 2023

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$522,682.38**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 13th day of June 2023**

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 05/25/23 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
!0036089	05/23/23	Aladdin Food Management Services LLC	\$ 2,702.70
!0036093	05/23/23	Seeing the Word LLC	\$ 3,270.00
C0744926	05/23/23	A. C. Engineering Company	\$ 12,146.50
C0744927	05/23/23	ABM Industries Inc	\$ 70,609.93
C0744929	05/23/23	Allcon LLC	\$ 20,810.25
C0744933	05/23/23	Club Europa	\$ 27,924.00
C0744934	05/23/23	Code Red Security LLC	\$ 15,209.00
C0744935	05/23/23	Constellation NewEnergy Gas Division LLC	\$ 12,433.88
C0744946	05/23/23	Northern Equipment Company Inc	\$ 13,927.83
C0744949	05/23/23	Pomps Tire Service	\$ 6,760.07
C0744952	05/23/23	Runner Enterprise Data Quality	\$ 5,264.37
!0036114	05/25/23	Aladdin Food Management Services LLC	\$ 10,337.79
C0745008	05/25/23	Dell Marketing L P	\$ 229,080.00
C0745025	05/25/23	Statz Restoration & Engineering Co	\$ 70,750.00
C0745029	05/25/23	Village of Pewaukee	\$ 21,456.06
15 payments TOTAL:			\$ 522,682.38

ACCOUNTS PAYABLE SUMMARY
May 30, 2023

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$56,750.24**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 13th day of June 2023**

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 05/30/23 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
!0036129	05/30/23	Blackbaud Inc	\$ 15,713.49
!0036130	05/30/23	Clear Channel	\$ 12,800.00
C0745057	05/30/23	Heavenly Creations Events	\$ 5,557.75
C0745058	05/30/23	Herff Jones Inc	\$ 7,688.00
C0745060	05/30/23	Level 3 Communications, LLC	\$ 4,007.08
C0745066	05/30/23	Parts Town LLC	\$ 4,663.76
C0745071	05/30/23	Telephone Doctor Inc	\$ 6,320.16

7 payments TOTAL: \$ 56,750.24

**WAUKESHA COUNTY TECHNICAL COLLEGE
CORPORATE TRAINING CENTER
CONTRACT APPROVAL REPORT
MAY, 2023**

Year	#	Customer	Start Date	Type	Service Description	Number of Participants	Total Revenue	Est. Direct Cost	Informational		
									Variance (1)	Est. Full Cost	Variance (2)
In-State Contracts											
2023	6256	Wisconsin Metal Parts	5/16/2023	I	Heartsaver 1st Aid CPR/AED	9	1,684	1,036	648	796	888
2023	6264	Schunk Carbon Technology LLC	5/18/2023	I	Harassment Training	69	2,375	699	1,676	879	1,496
2023	6265	World Class Outdoor Lighting	4/29/2023	I	Heartsaver First Aid CPR/AED	8	988	657	331	495	493
2023	6235	Multiple Recipient	3/2/2023	I	Certified Medication Assistant	15	30,632	17,036	13,596	19,334	11,298
2023	6236	Sjoberg Tool & Manufacturing Corporation	4/18/2023	I	Microsoft Excel Level 1	16	2,400	945	1,455	845	1,555
2023	6252	Hellermann Tyton	4/18/2023	I	Geometric Dimensioning & Tolerancing	19	3,369	1,298	2,071	1,201	2,168
2023	6263	MP Systems	5/1/2023	T	Inspection Training	N/A	379	161	218	203	176
2023	6247	MP Systems	4/27/2023	T	Inspection Training	N/A	1,969	504	1,465	634	1,335
2023	6267	MP Systems	5/9/2023	T	Inspection Training	N/A	379	81	298	102	277
Center for Early College Opportunities (High School Transcribed Credit)											
<i>CTC collaborates with the Center for Early College Opportunities providing 38.14 contracts for High School Transcribed Credit (HSTC)</i>											
2023	6200	New Berlin Public Schools	3/13/2023	I	Certified Nursing Assistant	6	8,560	7,142	1,418	7,944	616
2023	6204	Franklin Public Schools	1/27/2023	I	Certified Nursing Assistant	10	9,227	7,613	1,614	7,448	1,779
2023	6205	Franklin Public Schools	2/9/2023	I	Certified Nursing Assistant	10	9,227	7,614	1,613	7,448	1,779
ALL CONTRACTS							71,189	44,786	26,403	47,329	23,860

N/A* denotes technical assistance contract. These are non-instructional activities provided to a company, no enrollment #s are available.

COLUMN DEFINITIONS:

Type of Service: I=Instruction T= Technical Assistance F=Fiscal and Management Service

Total Revenue: Contract Amount (Agreed upon selling price based on Board's pricing structure) + any related revenue from grants.

Estimated Direct Cost: Salary and Benefits plus all Direct Expenses

Estimated Full Cost calculation: [Salary & Benefits + (Salary & Benefits x the appropriate State Indirect Cost Factor)]

Variance: (1) The difference between Total Revenue and Estimated Direct Cost

Variance: (2) The difference between Total Revenue and Estimated Full Cost

Comments: While the college is not required to recover full cost for 38.14 contracts, the WTCS mandates that the Board be made aware of contracts where estimated full cost is not recovered.

Rationale is provided for those contracts. WCTC Adm. Policy FIN-550 reflects that transcribed credit 38.14 contracts *will not* provide for full cost recovery.



MEMORANDUM

TO: WCTC Board of Trustees

FROM: Michelle Skinder, Vice President-Human Resource Services

DATE: June 13, 2023

RE: **Approval to Hire Term Report**

The following individuals are recommended for hire based on the Colleges recruitment, hiring and promotion process:

Ashley Golomski, Instructor-Cosmetology

Ashley Hadaway Golomski is an instructor with a passion for leading people to achieve their dream careers in the cosmetology industry. She began her career as a dual enrollment student and enjoys speaking with young students about her journey and what they can create with theirs. She achieved an associate's degree in business mid management, which led her to managing two corporate salons with excellent financial and staff performance. Ashley has been an adjunct instructor at Waukesha County Technical College and we are excited that she will be teaching as a full-time cosmetology instructor.

John Ricciardi, Instructor-Psychology

John Ricciardi earned his MA degree in Education from Viterbo University and bachelor degrees from the University of Wisconsin. John has taught AP Psychology for the past 20 years at Waukesha North High School. He has been a Reader, Table Leader, and Early Table Leader for the College Board for AP Psychology since 2012. While teaching for the Waukesha School District, John was a member of the Principal Advisor Committee, Superintendent's Advisory Committee, Literacy Team, Curricular Vertical Alignment Team, Scheduling Development Team, Rigor in the Classroom Committee, and Supervisor for the Invisible Children Group, which raised over \$25,000 for peace builders in Uganda. John is a 2021 Kohl Award winner. He has also coached multiple sports and is the winningest basketball coach in Waukesha North history. John Ricciardi has been an Adjunct Professor at Waukesha County Technical College since 2017 and we are looking forward to him teaching full-time.



Cami Bergquist, Instructor-Speech

Cami Bergquist earned her Master's in Communication from the University of Wisconsin-Milwaukee. Cami has been a faculty member in the Communication Department at the University of Wisconsin-Milwaukee/Waukesha for over 22 years and has taught as an adjunct instructor at Waukesha County Technical college for three years. Cami specialized in teaching the following classes at the UWM campus: Introduction to Interpersonal Communication, Public Speaking, Business & Professional Communication, Popular Culture in the media and a Lecture 100 class, which focuses on Study methods and Emotional Health in Communication & Relationships. In addition, Cami teaches Oral Interpersonal Communication and Speech at Waukesha County Technical College. Prior to instructing at UW-Waukesha, Cami worked as an Organizational Learning Manager for Ameritech Wireless Services. During her time at Ameritech she acted as a project manager, curriculum developer and sales/leadership development facilitator. We are looking forward to Cami Bergquist being a full-time faculty member.

Marlena Schultz, Instructor-Dental Assistant

Marlena Schultz has been an adjunct instructor teaching in the WCTC Dental Assisting program for the past two semesters prior to accepting the role full-time. She began her career as a dental assistant before completing her Dental Hygiene Associate Degree at MATC and obtained her Registered Dental Hygiene Licensure in 2005. She completed her Bachelor's degree at the University of Minnesota-Mankat. Marlena has worked in post-secondary as an educational assistant at MATC for over 12 years and has over 17 years of both dental hygiene and dental assisting experience working in various dental clinic offices. In addition, she believes in giving back to the community. She has volunteered at the Mission of Mercy, Habitat for Humanity and Bread of Healing, speaks Spanish and truly enjoys working with the students. Marlena Schultz is very passionate about sharing her knowledge of dental assisting and is excited to begin her next journey as a full-time faculty at WCTC.

Timothy Mehring, Instructor-Automation System Technology

We proudly welcome Tim Mehring as a new full-time instructor in our Automation Systems Technology program. Prior to this opportunity, Tim served as a robotics, engineering and PLTW instructor for 16 years at Germantown High School. While Tim was honing his skills as a respected instructor, he also earned his Fanuc instructor certification, SACA (Smart Automation Certification Alliance) credential, NOCTI Career and Technical Education certification, along with his designation as a master instructor for Project Lead the Way. Tim also spent the last two years teaching robotics classes here



at WCTC as an adjunct instructor. His multi-faceted background as a seasoned educator with a proven track record of industry recognized credentials has already proven to be invaluable to our team and we are excited to work with Tim Mehring as we continue to grow and improve our Automation programming.

Melissa Kelliher, Instructor-Cosmetology

Throughout her professional journey, Melissa Kelliher has dedicated over 20 years to the hair industry. In 2005, at the age of 16, she completed the cosmetology/barber apprenticeship program at Waukesha County Technical. She started as a receptionist, swiftly progressing through her apprenticeship and successfully obtained her cosmetology/barbering license. As a military spouse, she relocated to Jacksonville, NC, where her career flourished at Regis Corps with a promotion to Salon Manager. Drawing upon her experience in management, Melissa established her own business, Inspire Hair Salon. Upon the conclusion of her husband's military service in 2019, Melissa and her family decided to return to Wisconsin, where she seized the opportunity to share her wealth of knowledge and expertise as a licensed cosmetology instructor and stylist at Nu Attitude Salon. Melissa is passionate about educating the next generation of hair professionals and instilling in them the same drive for excellence and continuous growth that has defined her own career.

Lindsay Selbera, Instructor-Dental Hygiene

Lindsay Selbera was hired as a new full-time Dental Hygiene Faculty. Lindsay started her dental career at Gateway Technical College receiving her technical diploma in Dental Assisting and then graduating from Milwaukee Area Technical College with her Associate Degree in Dental Hygiene. She completed her Bachelor's and Master's degree from Forsyth School of Dental Hygiene in Boston, Massachusetts. Lindsay has a strong passion for dental hygiene and has over 17 years of experience as a healthcare provider. She holds multiple other certifications related to the profession and continues her commitment to lifelong learning by participating in continuing education opportunities. She knew early on that she wanted to become an instructor and that was the main reason for completing her Master's degree. She was hired in 2017 as an adjunct instructor here at WCTC. She was also hired in 2020 at Madison Technical College as an adjunct instructor. Lindsay has become an integral part of the instructional team in the dental hygiene program at WCTC and continues to be appreciated by the students she serves. They speak highly of her clinical knowledge and ability to share her vast experiences with both patience and care. We are excited to have Lindsay Selbera join our department and program as a full-time faculty.



MEMORANDUM

To: WCTC District Board

From: Dr. Jane L. Kittel, Vice President of Finance & Administration
Kristine Golz, Chief Financial Officer

Date: June 13, 2023

Re: Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

As WCTC formulates its yearly capital plan, the college carefully examines the suggested project schedules and state restrictions to identify the most suitable funding sources for each project. Since a significant number of WCTC's capital related purchases are funded utilizing tax-exempt General Obligation Promissory Notes, the college must obtain authorization for the debt before initiating purchases or commencing construction related activities, unless the Board has passed a resolution enabling the reimbursement of such expenses from future debt proceeds.

The attached resolution outlines WCTC's borrowing plans for fiscal year 2024. By adopting this resolution, WCTC can begin work on the projects when all other approvals have been obtained, borrow for it later, and reimburse these expenditures with the borrowed funds. This allows us to consolidate borrowing activities and save on issuance costs, while also providing additional flexibility when scheduling the timeline of capital project work.

Adoption of this resolution does not commit WCTC to borrowing as outlined. Adjustments can be made during the year if needed. Additionally, this resolution does not change or alter the board and state approval guidelines for capital projects, or the formal authorization and award activities for debt issuance.

Following this memo is the legal resolution authorizing reimbursement of expenditures from proceeds from fiscal year 2024 debt issuances.

Staff will be available to answer any questions you may have regarding this request.

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING**

WHEREAS, Waukesha County Area Technical College District, Wisconsin (the "Issuer") plans to undertake building remodeling and improvement projects, movable equipment and technology projects and site work projects as set forth in its FY 2023-24 capital projects budget and summarized below (the "Projects");

<u>Project</u>	<u>Project Cost</u>
Movable equipment and technology	\$6,600,000
Building remodeling and improvement	\$3,175,000
Site work	\$1,725,000

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

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

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

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

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

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$11,500,000.

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

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

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

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

Adopted June 13, 2023.

Courtney R. Bauer
Chairperson

ATTEST:

Brian K. Baumgartner
Secretary

(SEAL)



MEMORANDUM

To: WCTC Board of Trustees

From: Dr. Jane L. Kittel, Vice President of Finance & Administration

Date: June 13, 2023

Re: Resolution Establishing Projected 2023-24 Reserves and Resolution to Adopt the 2023-24 Budget

Attached you will find two resolutions required by the state to formally adopt the budget.

- Resolution one identifies the projected changes to the reserve accounts based on the adopted budget.
- Resolution two adopts the expenditure and revenue levels of the budget.

We are recommending the WCTC District Board adopt both of these resolutions.

Staff will be available to answer any questions you may have.

RESOLUTION ESTABLISHING PROJECTED 2023-24 RESERVES

WHEREAS the Wisconsin Administrative Code 7.05(5) requires that a college board adopt a resolution creating reservations and other segregations of fund balance and requires that, prior to the adoption of its budget, each college shall disclose all reserves maintained by it, the amount contained in each reserve and the anticipated amount by which each reserve will increase or decrease during the year for which the budget is adopted; and

WHEREAS the Waukesha County Area Technical College District Board will be approving the College's 2023-24 annual budget.

THEREFORE, BE IT RESOLVED that the Waukesha County Area Technical College District Board hereby approves the following reservations and segregation of fund balance:

- DESIGNATED FOR OPERATIONS – A segregation of a portion of fund balance to provide for operations as needed, which is planned to be \$18,000,000 in the General Fund and \$572,244 in the Special Revenue – Operating Fund at June 30, 2023 and is expected to increase by \$800,000 in the General Fund and remain the same in the Special Revenue – Operating Fund.
- DESIGNATED FOR STATE AID FLUCTUATIONS – A segregation of a portion of fund balance to provide for state aid fluctuations as needed, which is planned to be \$460,000 in the General Fund at June 30, 2023 and is expected to remain the same.
- DESIGNATED FOR SUBSEQUENT YEAR – A segregation of a portion of fund balance to provide for the subsequent year as needed, which is planned to be \$24,689,384 in the General Fund at June 30, 2023 and is expected to decrease by \$800,000 during the next fiscal year.
- DESIGNATED FOR SUBSEQUENT YEARS – A segregation of a portion of fund balance to provide for subsequent years as needed, which is planned to be \$701,000 in the General Fund at June 30, 2023 and is expected to remain the same.
- RESERVE FOR PREPAID EXPENSES – A segregation of a portion of fund balance to provide for fiscal year 2023 and 2024 expenditures paid in fiscal year 2022 and 2023 respectively, which is planned to be \$90,000 at June 30, 2023, and is expected to remain the same during the next year.
- RESERVE FOR CAPITAL OUTLAYS – A segregation of a portion of fund balance to provide for capital outlay requirements for the coming year, which is planned to be \$17,883,611 at June 30, 2023, and is planned to decrease to \$16,639,311 during the next year. WCTC plans to use \$1,244,300 of this reserve to fund capital expenditures.

- RESERVE FOR DEBT SERVICE – A segregation of a portion of fund balance to provide for debt service requirements for the coming year, which is planned to be \$936,460 at June 30, 2023, and is planned to decrease to \$801,460 during the next year.
- RETAINED EARNINGS – Retained earnings in the Enterprise Fund is planned to be \$1,660,336 at June 30, 2023, and increase to \$1,661,441 during the next year. Retained earnings in the Internal Service Fund is planned to be \$2,936,787 at June 30, 2023 and is planned to decrease to \$2,905,287 due to planned drawdown of these funds.
- RESERVE FOR STUDENT ORGANIZATIONS – A segregation of a portion of fund balance for student organizations, which is planned to be \$860,940 at June 30, 2023, and is expected to remain the same during the next year.
- RESERVE FOR FINANCIAL ASSISTANCE – A segregation of a portion of fund balance for financial aid, which is planned to be \$292,463 at June 30, 2023, and is expected to remain the same during the next year.

RESOLUTION TO ADOPT THE 2023-24 BUDGET

WHEREAS the Waukesha County Area Technical College District Board has reviewed the administration's proposed 2023-24 budget as detailed in the attached 2023-24 Combining Budget Summary, which is hereby made part of this resolution;

WHEREAS the nature of the public hearing on the 2023-24 budget of the Waukesha County Area Technical College District was published in the Waukesha Freeman on April 21, 2023, as a Class 1 legal notice; and

WHEREAS the Waukesha County Area Technical College District Board has held, pursuant to Wisconsin State Statute 65.90, a public hearing on the proposed 2023-24 budget on May 9, 2023, RTA Educational Center at 5:00 p.m.

THEREFORE, BE IT RESOLVED that the Waukesha County Area Technical College District Board hereby adopts the annual budget for the fiscal year ending June 30, 2024, which contains total expenditures of \$117,645,497, total revenues of \$104,730,802, and other sources of funds of \$12,914,695 as detailed in the attached 2023-24 Combining Budget Summary.

COMBINING BUDGET SUMMARY
Fiscal Year July 1, 2023- June 30, 2024

DRAFT

	Governmental Funds					Proprietary Funds		Combined
	Operating Funds					Internal Service	Enterprise	Total
	General	Operating	Special Revenue					
Non-Aidable			Capital Projects	Debt Service				
REVENUES								
Local Government	10,800,819	757,400	151,500	-	9,200,000	-	-	20,909,719
State	52,527,628	1,147,100	1,400,500	-	-	-	-	55,075,228
Program Fees	12,115,000	-	-	-	-	-	-	12,115,000
Material Fees	755,655	3,000	-	-	-	-	-	758,655
Other Student Fees	756,000	57,000	532,000	-	-	-	-	1,345,000
Institutional	3,318,300	305,200	10,000	650,000	175,000	625,000	3,707,700	8,791,200
Federal	-	808,200	4,907,800	-	-	-	20,000	5,736,000
Total Revenues	80,273,402	3,077,900	7,001,800	650,000	9,375,000	625,000	3,727,700	104,730,802
EXPENDITURES								
Instruction	47,814,705	1,672,700	20,000	2,815,275	-	-	-	52,322,680
Instructional Resources	1,523,228	-	-	-	-	-	-	1,523,228
Student Services	9,067,809	1,078,300	6,988,800	-	-	-	-	17,132,909
General Institutional	15,989,754	176,900	-	3,369,800	-	-	-	19,536,454
Physical Plant	6,027,906	-	-	7,209,225	9,510,000	-	-	22,747,131
Auxiliary Services	-	-	-	-	-	656,500	3,726,595	4,383,095
Total Expenditures	80,423,402	2,927,900	7,008,800	13,394,300	9,510,000	656,500	3,726,595	117,645,497
Net Revenue/(Expenditures)	(150,000)	150,000	(5,000)	(12,744,300)	(135,000)	(31,500)	1,105	(12,914,695)
OTHER SOURCE S/(USES)								
Operating Transfer In/(Out)	150,000	(150,000)	-	-	-	-	-	-
Proceeds from Debt	-	-	-	11,500,000	-	-	-	11,500,000
Total Other Sources/(Uses)	150,000	(150,000)	-	11,500,000	-	-	-	11,500,000
TRANSFERS TO/(FROM) FUND BALANCE								
Reserve for Prepaids & Inventories	-	-	-	-	-	-	-	-
Reserve for Post-Employment Sick Pay	-	-	-	-	-	-	-	-
Reserve for Capital Outlays	-	-	-	(1,244,300)	-	-	-	(1,244,300)
Reserve for Debt Service	-	-	-	-	(135,000)	-	-	(135,000)
Reserve for Financial Aid	-	-	(5,000)	-	-	-	-	(5,000)
Reserve for Student Organizations	-	-	-	-	-	-	-	-
Retained Earnings	-	-	-	-	-	(31,500)	1,105	(30,395)
Designated for Operations	-	-	-	-	-	-	-	-
Total Transfers To/(From) Fund Balance	-	-	(5,000)	(1,244,300)	(135,000)	(31,500)	1,105	(1,414,695)
Beginning Fund Balance	43,930,384	582,244	1,153,403	17,883,811	936,480	2,936,787	1,660,336	69,083,225
Ending Fund Balance	43,930,384	582,244	1,148,403	16,639,311	801,480	2,905,287	1,661,441	67,668,530



MEMORANDUM

TO: WCTC District Board

FROM: Richard G. Barnhouse, Ph.D.

RE: Request to Submit a Concept Review to the Wisconsin Technical College System Board for an **Artificial Intelligence Data Specialist Associate of Applied Science** Program

DATE: June 13, 2023

Attached is an executive summary requesting Waukesha County Technical College (WCTC) District Board's approval to submit a Concept Review for a proposed Artificial Intelligence (AI) Data Specialist Associate of Applied Science (AAS) program to the Wisconsin Technical College System (WTCS) Board. A timeline which provides additional details about the steps in the program development process is included with this request. This request to establish an AI Data Specialist program at WCTC would be the first within the WTCS.

This request differs from previous new program development requests in that it is for an emerging occupation rather than an established one. As an emerging occupation there are relatively few job openings currently, and these job openings are not distributed evenly across companies because they vary widely in their adoption of AI. WCTC gathered extensive information from multiple area employers from various industry sectors to ensure we understood the need for entry-level AI workers and would be able to meet it.

As such, WCTC targeted specific local companies who indicated that they would have position openings available for graduates during the period of 2026 to 2030. WCTC has secured formal support from three district employers (a manufacturer, a healthcare organization, and a technology company) to provide position openings for program graduates in the coming years. We are working with four additional companies who may be able to guarantee position openings to program graduates.

If this request is approved, the District Board would be authorizing WCTC to proceed with placing the Concept Review on the WTCS Board Agenda at their September 2023 meeting. The District Board will see a Program Approval request at their August 2023 meeting followed by a Program Approval request by the WTCS Board at their November 2023 board meeting.

Thank you for your consideration in this matter.

Richard G. Barnhouse
President & CEO

c:

- Bradley Piazza, Vice President of Academic Affairs
- Jonathan Koch, Dean – School of Business
- Alli Jerger, Associate Dean – Business Information Technology
- Dawn Voigt, Program Development Coordinator – Institutional Research and Effectiveness

**Request to Approve Submittal of a Concept Review for a
Artificial Intelligence Data Specialist – Associate of Applied Science Program**

June 2023

**Prepared by Alli Jerger – Associate Dean, Business Information Technology
and the WCTC Program Development Team**

**Waukesha County Technical College (WCTC) wishes to proceed with offering an
Artificial Intelligence (AI) Data Specialist Associate of Applied Science Program
and requests the WCTC District Board’s approval to Submit
a Concept Review to the Wisconsin Technical College System (WTCS)**

Overview

WCTC proposes developing a financially aidable Artificial Intelligence (AI) Data Specialist Associate of Applied Science (AAS) degree program that will prepare graduates for entry-level work in this emerging and rapidly growing occupation as well as for additional specialized training and education.

Graduates will gain the data skills necessary to support and maintain data flows for AI processes and examine business use cases for AI. They will learn to extract data, transform it to meet the needs of AI models, and load, run, and evaluate various machine learning models. Topics covered include relational databases/SQL, Python, data visualization and analytics, machine learning for predictive analytics, natural language processing, and image processing/computer vision.

Background and History

There are changes related to AI occurring in the economy and labor market that require skills beyond what is currently offered at WCTC. WCTC wishes to build on the success of existing offerings in the Business Information Technology (BIT) department, including the Data and Analytics Specialist program.

Because this is an emerging occupation, there is a dearth of information related to employment in this sector. Established occupations have a Standard Occupational Classification (SOC) Code associated with them, assigned by the Bureau of Labor Statistics. This means that there are enough jobs in the labor market and sufficient information is known about the work being done in those jobs to recognize it as a unique type of work. No such SOC code exists for AI. The closest SOC code corresponding to AI is that of Data Scientist, which generally consists of a higher-level set of skills than would be needed at the entry-level.

Occupational Data Gathering

WCTC conducted a series of occupational information gathering sessions with employers from southeastern Wisconsin in an effort to gain a thorough understanding of the entry-level work related to AI.

In late November 2022, WCTC convened a group of business and industry representatives to ascertain their company’s current practices and future needs regarding the use of AI. Eight employer representatives from five businesses in Milwaukee and Waukesha counties participated in this AI-focused environmental scanning exercise. They represented manufacturing, health care, and educational services sectors as well as a local business alliance. They were asked how their companies currently deploy AI, how they planned to use it in the future, and to indicate how WCTC can prepare the workforce to effectively integrate AI into their operations, including the skills that would be required.

Through this environmental scanning exercise, it became apparent that companies differ in their degree of deployment of AI. Some employers have yet to begin working with it. Others are much farther along in the deployment of AI.

Based on this, the College sought to gather additional occupational data with a focus on what tasks this entry-level employee would perform. Efforts were made to include companies from as many industry sectors as possible.

A total of 19 employer representatives from 16 organizations participated in three facilitated discussions in March and April 2023. Half represented manufacturers, and the rest of the organizations represented included

construction, healthcare, IT services, marketing, insurance, and education. The organizations ranged in size from small to large.

The primary purpose of the discussions was to identify the specific tasks that would be performed by an entry-level AI Data Specialist. These occupational data gathering sessions confirmed that organizations are at varying stages in their quest to deploy AI in their business operations. Most of the larger businesses have some AI operations in place, with a few using advanced applications. Other companies were just beginning their AI journeys but had little specific information on their plans and staffing needs. All seemed aware that it would be necessary for them to implement AI applications to increase efficiency, effectiveness, and capacity, especially given that many of their competitors were seeking to implement AI solutions for these same reasons.

The companies have yet to employ full-time, entry-level AI workers. However, two general patterns of employment emerged. Larger companies would use these employees to “bookend” their AI operations. That is, the entry-level worker would prepare data for consumption by data scientists/engineers who produce the algorithm(s) and then communicate the results to a variety of audiences. In smaller companies, the entry-level worker would likely be implementing “off-the-shelf” AI solutions. These companies would purchase or otherwise acquire AI solutions and then be responsible for their set-up, monitoring, and operation.

Based on this information, WCTC determined that a general need demonstration survey was unlikely to demonstrate widespread need for entry-level AI workers and chose instead to employ the WTCS Program Development Single-Source option in which one or more specific company(ies) who are further along in their deployment of AI would agree to provide jobs to program graduates. WCTC is in the process of formalizing the support for employment of graduates with these businesses.

Conclusions

This program will help meet the need for workers that can support the use of AI solutions in the labor market. It will offer students the opportunity to gain a degree at an affordable cost and put them in a position to further advance their educational opportunities in addition to gaining meaningful employment. By adding this program, WCTC can leverage investment in its current program offerings, its human resources, and expand partnerships with area businesses to provide innovative solutions to workforce challenges.

This will be on the **agenda as an action item** for the **Tuesday, June 13, 2023** meeting. Alli Jerger, David Schubot, Dawn Voigt and other WCTC staff will be present to respond to questions.

ACTION: We are requesting the WCTC Board’s approval to Submit a Concept Review to the Wisconsin College System Board, and to proceed with the final Stage of Program Approval for this program.

WCTC New Program Development Timeline

Artificial Intelligence (AI) Data Specialist

Associate of Applied Science Program

The Wisconsin Technical College System Board has a two-step process for new program startup.



ACTIVITY	DATE
Define the Emerging AI Occupation	
Identify job tasks and skills needed for entry-level employment in this emerging occupation	February 2023 - May 2023
Step One: Develop Concept Review	
Labor Market Analysis	February 2023 – May 2023
Employer Involvement/Ad Hoc Advisory Committee	February 2023 – May 2023
Needs Assessment Survey and Results	February 2023 – May 2023
Equity Considerations	February 2023 – May 2023
Materials to WCTC Board Secretary	June 2, 2023
WCTC Board Concept Review Approval	June 13, 2023
Materials to WTCS	July 28, 2023
WTCS Board Concept Review Approval	September 13-14, 2023
Step Two: Develop Program Approval	
Develop Budget	June 2023 – July 2023
Develop Tentative Curriculum	June 2023 – July 2023
Educational and Career Pathway Analysis	June 2023 – July 2023
Materials to WCTC Board Secretary	July 28+, 2023
WCTC Board Program Approval	August 9, 2023
Materials to WTCS	September 27, 2023
WTCS Board Program Approval	November 7-8, 2023

+May be different as due date not available yet.

Once the program has been approved, the School of Business may begin promotion and advertising.

Anticipated Program Startup: Fall 2024

**RESOLUTION SUPPORTING AN
Artificial Intelligence Data Specialist
Associate of Applied Science
CONCEPT REVIEW TO THE WISCONSIN TECHNICAL
COLLEGE SYSTEM BOARD**

WHEREAS, the Waukesha County Technical College Board of Trustees is required by the Wisconsin Technical College System Board, Policy 310, and in accordance with Wisconsin Statute, Chapter 38, to approve new program offerings.

NOW, THEREFORE, BE IT RESOLVED, by the Waukesha County Technical College Board of Trustees that the following program Concept Review be approved:

Artificial Intelligence Data Specialist
Associate of Applied Science Program

THEREFORE, BE IT RESOLVED the Waukesha County Technical College Board of Trustees requests that the Wisconsin Technical College System Board approve the Concept Review for the above-described educational program.

Board Chair

Courtney Bauer
(Typed or printed name)

June 13, 2023

Date



MEMORANDUM

TO: WCTC District Board of Trustees

FROM: Richard Haen, District Facilities Director

DATE: June 13, 2023

SUBJECT: Initial approval to consider parking lot 60 reconfiguration and requesting approval by the Wisconsin Technical College System Board (WTCSB)

Parking lot 60, on the north end of the Pewaukee campus, mainly services the A and L buildings. The reconfiguration of these lots will increase parking by 5 general spaces and relocate existing 5 ADA parking spaces.

The new design will relocate the ADA parking closer to the A and L building entrances and provide a flat grade and control water run off on the roadway.

We request the WCTC District Board approve the attached resolution and submission to the Wisconsin Technical College System Board for review and approval at the WTCS Board meeting scheduled for July 11-12, 2023.

**RESOLUTION APPROVING THE REMODELING OF EXISTING FACILITIES AND
REQUESTING APPROVAL BY
THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD**

WHEREAS, the Waukesha County Technical College Board of Trustees is required by the Wisconsin Technical College System Board, Directive FBF, dated December 10, 1987 to approve certain remodeling of existing facilities;

AND WHEREAS, the Waukesha County Technical College Board of Directors has approved Project Number 5812ZA in the 2022/2023 Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Waukesha County Technical College Board of Trustees that the following described project is approved:

5812ZJ – Reconfigure parking lot 60

AND THEREFORE, BE IT FURTHER RESOLVED, the Waukesha County Technical College Board of Trustees requests that the Wisconsin Technical College System Board approve the above-described remodeling.

Board Chairperson

Courtney Bauer
(Typed or printed name)

06/13/23
Date

REQUEST FOR APPROVAL

REMODELING

Wisconsin Technical College System Board

This request for Wisconsin Technical College System Board approval for additional or new facilities is made pursuant to s.38.04(10), Wis. Stats. and Chapter TCS 5, Wis. Adm. Code.

Project Title and Description:

5812ZJ – Reconfigure parking lot 60

Parking lot 60, on the north end of the Pewaukee campus, mainly services the A and L buildings. The reconfiguration of these lots will increase parking by 5 general spaces and relocate existing 5 ADA parking spaces.

The new design will relocate the ADA parking closer to the A and L building entrances and provide a flat grade and control water run off on the roadway.

District: Waukesha County Technical College

Authorized Representative: Richard Haen, District Facilities Director

Date Submitted: May 19, 2023

Date of Requested WTCSB Action: July 11-12, 2023

3. **TCS 5.04(4)(c)**
"Evidence of compliance with s. 1.11, Stats."

An environmental assessment is not applicable for this remodeling submittal.

4. **TCS 5.04(4)(d)**

“A report relating programmatic and student station requirements, and the needs of business and industry, to the need for additional or new facilities. The report shall include data indicating the need for additional or new facilities based upon:

- (1) An analysis of needs of business and industry for persons with new skills and persons with updated skills.
- (2) An analysis of changing and emerging technologies within the district.
- (3) An analysis of available student stations, and the need for additional student stations, including a consolidation of the needs of persons with handicaps.
- (4) Enrollment trends for the district, including placement data for all program areas and the program area to be expanded.”

Parking lot 60, on the north end of the Pewaukee campus mainly services the A and L buildings. The reconfiguration of these lots will increase parking by 5 general spaces and relocate existing 5 ADA parking spaces.

The new design will relocate the ADA parking closer to the A and L building entrances and provide a flat grade and control water run off on the roadway.

5. **TCS 5.04(4)(e)**
“Educational specifications relating specific space requirements for approved programs to the need for remodeling of existing facilities.”

See section TCS 5.04(4)(d)

6. **TCS 5.04(4)(f) and TCS 5.05**
"An analysis of the fiscal impact of additional or new facilities on the district's operating budget include:

Budget Amount

Increased instruction costs:	\$ 0
Increased administrative costs:	\$ 0
Increased maintenance costs:	\$ 0
Increased energy costs:	\$ 0
Replacement equipment costs:	\$ 0

The following represents the source of funds for the remodel:

(a) Tax levy - FY 23	\$
(b) Fund transfer or reserve funds	<u>\$ 186,000</u>
(c) Proposed sale of bonds or notes	\$
(d) Other funds:	
1. Federal funds	\$
2. Gifts or grants	\$
(e) Total funds	<u>\$ 186,000</u>

The remodeling of this space will not increase operational costs, since no new square footage will be added and this area.

7. **TCS 5.04(4)(g)**
"A conceptual sketch of the proposed remodeling of existing facilities."

Conceptual drawings are attached.

8. **TCS 5.04(4)(h)**

"The estimated project cost by the following categories:

1. General construction	\$ 148,100
2. Heating, ventilating and air conditioning	\$ 0
3. Electrical	\$ 10,000
4. Plumbing	\$ 0
5. Other contracts (security/media)	\$ 0
6. Equipment, both fixed and movable	\$ 0
7. Miscellaneous costs (contingency)	\$ 14,900
8. Fees – Architectural / Engineering	\$ 13,000

9. **TCS 5.04(4)(l)**

"A list of the various sources of building energy available and a plan for performing a life cycle costs analysis for an alternate form of energy." And

TCS 5.04(4)(j) *"A plan for performing a life cycle costs analysis for the structural frame, building skin and the total energy system, including the HVAC system, electrical system and plumbing system to satisfy the requirements under s.1.12, Stats."*

Exterior location, does not affect energy consumption.



Location:
 800 Main Street
 Pewaukee, WI 53072

Revisions

LEGEND:

UTILITY	GRADING
EXISTING: W W WATERMAIN E E BURIED ELECTRIC OHW OHW OVERHEAD WIRE GAS GAS GAS LINE SAN SAN SAN SANITARY SEWER ST ST ST ST STORM SEWER UTILITY POLE LIGHT POLE SANITARY MANHOLE FIRE HYDRANT WATER VALVE STORM SEWER STRUCTURE PROPOSED: W W WATERMAIN E E ELECTRICAL LINE GAS GAS GAS LINE SAN SAN SAN SANITARY SEWER ST ST ST ST STORM SEWER WATER VALVE STORM SEWER STRUCTURE FLARED END SECTION	EXISTING: MAJOR CONTOUR MINOR CONTOUR EXIST SPOT ELEVATION PROPOSED: MAJOR CONTOUR MINOR CONTOUR SPOT ELEVATION (FINISHED GRADE, TOP OF PAVEMENT, FLANGE OF CURB) DOOR ELEVATION GROUND GRADE AT BUILDING SPOT ELEVATION (TIC - TOP OF CURB, E.P. - EDGE OF PAVEMENT) RETAINING WALL SPOT ELEVATION (T.W. - GROUND GRADE AT TOP OF WALL, B.W. - GROUND GRADE AT BOTTOM) FLARED END SECTION (PIPE SIZE, INVERT ELEVATION) DRAINAGE FLOW DIRECTION EMERGENCY OVERFLOW ROUTE

SITE
EXISTING: EXISTING PARKING COUNT EXISTING SIGN EXISTING ADA PARKING SPACE PROPOSED: PARKING COUNT ADA PARKING SPACE SIGN TRUNCATED DOMES PAVEMENT MARKING DIRECTIONAL ARROWS

GENERAL NOTES AND SPECIFICATIONS:

- THE EXISTING SITE INFORMATION ON THIS PLAN WAS TAKEN FROM A SITE SURVEY PROVIDED BY CAPITOL SURVEY ENTERPRISES. THE ENGINEER MAKES NO WARRANTY OR REPRESENTATION WITH REFERENCE TO THE ACCURACY AND COMPLETENESS OF THE EXISTING CONDITIONS INDICATED OR NOT INDICATED ON THE ENGINEERING PLANS PROVIDED. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING SITE CONDITIONS INCLUDING UNDERGROUND UTILITIES, UNDERGROUND UTILITY ELEVATIONS, BUILDING SETBACKS AND EXISTING BUILDING LOCATIONS. THE CONTRACTOR SHALL INFORM THE OWNER AND ENGINEER OF ANY DISCREPANCIES PRIOR TO COMMENCING WITH WORK. QUESTIONS REGARDING THE EXISTING SURVEY SHALL BE DIRECTED TO THE PARTIES LISTED ABOVE.
- BEFORE PROCEEDING WITH ANY UTILITY CONSTRUCTION, CONTRACTOR SHALL EXCAVATE EACH EXISTING LATERAL TO BE CONNECTED TO VERIFYING ELEVATION, LOCATION AND SIZE. SHOULD THE EXISTING UTILITY NOT BE AS INDICATED ON THE PLAN, THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY FOR EVALUATION.
- ALL UTILITY CONSTRUCTION SHALL ADHERE TO THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN (2003), AS WELL AS, THE MUNICIPAL CONSTRUCTION STANDARDS AND THE DEPT. OF SAFETY AND PROFESSIONAL SERVICES SEC. 382-387.
- ALL PERMITS MUST BE RECEIVED FROM THE MUNICIPALITY AND WDMR (IF REQUIRED) PRIOR TO THE START OF CONSTRUCTION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE ALL APPLICABLE PERMITS ARE RECEIVED PRIOR TO STARTING CONSTRUCTION.
- BACKFILL REQUIREMENTS AND ROADWAY/SIDEWALK RESTORATION SHALL ADHERE TO LOCAL STANDARDS (GRANULAR BACKFILL UNDER OR WITHIN 5' OF CURBS, SIDEWALK, OR PAVEMENT SPOIL MAY BE USED ELSEWHERE. SLURRY BACKFILL WILL BE REQUIRED IN PUBLIC ROADWAYS.)
- A MEANS TO LOCATE BURIED UNDERGROUND EXTERIOR NONMETALLIC UTILITIES MUST BE PROVIDED. PROVIDE TRACER WIRE OR OTHER METHODS IN ORDER TO BE LOCATED IN ACCORD WITH THE PROVISIONS SECTIONS 182.0715(2) OF THE STATE STATUTES.
- ALL MANHOLES, CATCH BASINS, INLETS, VALVES BOXES, ETC WITHIN THE PROJECT AREA SHALL BE RESET AND ADJUSTED TO MATCH FINISH GRADE.
- ALL EXCAVATED OR STRIPPED MATERIALS NOT BEING REPLACED IN UTILITY TRENCHES OR BEING USED FOR FILL SHALL BE REMOVED FROM THE SITE, UNLESS OTHERWISE DIRECTED BY THE OWNER.
- ALL ON-SITE CONCRETE CURB AND GUTTER TO BE 18" WIDE VERTICAL FACE, UNLESS OTHERWISE NOTED. REVERSE OR REGULAR STYLE CURB DENOTED ON PLANS.
- ALL CURB ELEVATIONS ARE EDGE OF PAVEMENT UNLESS OTHERWISE NOTED. SEE CURB DETAIL FOR TOP OF CURB ELEVATIONS.
- ALL CURB RADI ARE MEASURED TO THE FACE OF CURB UNLESS OTHERWISE NOTED.

- CONTRACTOR SHALL MATCH PROPOSED CONCRETE CURB AND GUTTER, SIDEWALK AND PAVEMENT TO EXISTING IN ELEVATION AND ALIGNMENT.
- REMOVAL OF CURB AND GUTTER, SIDEWALK AND PAVEMENT SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS OF THE WISCONSIN D.O.T.
- ALL CONCRETE FOR CURB AND GUTTER, ROADWAY AND SIDEWALKS MUST CONFORM TO THE STANDARD SPECIFICATIONS FOR READY MIXED CONCRETE. MINIMUM 28 DAY COMPRESSIVE STRENGTH TEST MUST EQUAL 4000 PSI.
- CONTRACTOR IS RESPONSIBLE FOR PROTECTING ALL PROPERTY CORNERS.
- CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE TO EXISTING UTILITIES OR SITE IMPROVEMENTS. CONTRACTOR SHALL DOCUMENT ALL EXISTING DAMAGE PRIOR TO START OF CONSTRUCTION AND NOTIFY CONSTRUCTION MANAGER OF ANY FINDINGS.
- PROJECT SAFETY ON-SITE SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING SOIL CONDITIONS, CONSTRUCTION MANAGER MAY HAVE SOILS REPORT FOR MORE INFO.
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE OWNER WITH A SET OF MARKED UP PLANS (AS-BUILT'S) SHOWING ANY CHANGES DURING CONSTRUCTION.

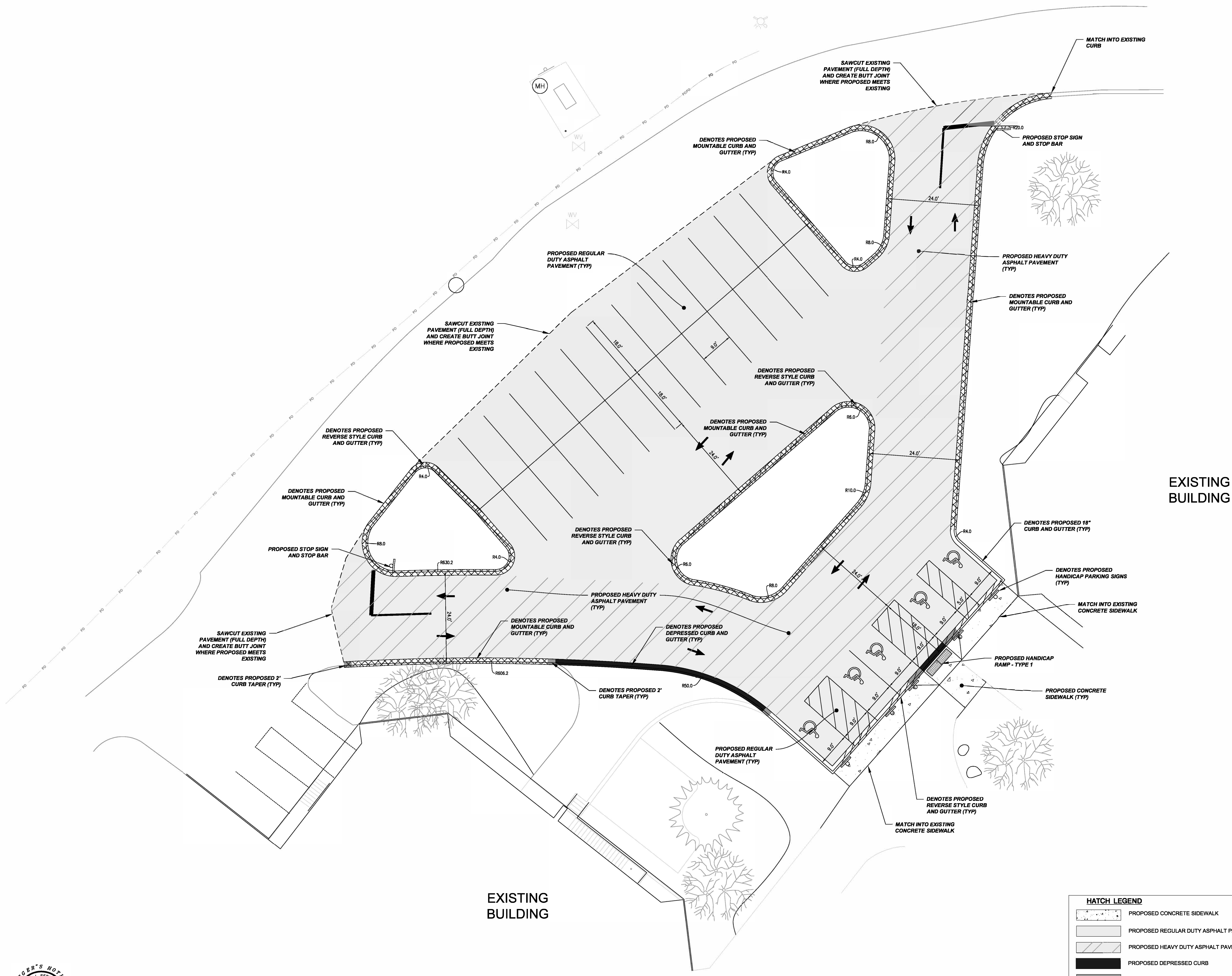
CIVIL SHEET INDEX:

C1.10	PROJECT LOCATION AND GENERAL NOTES
C1.11	SITE PLAN
C1.20	GRADING AND EROSION CONTROL PLAN
C1.30	DEMOLITION PLAN
C1.40	EXISTING SURVEY
CS.00	CONSTRUCTION DETAILS

SCALE: 1" = 120'

PROJECT LOCATION & GENERAL NOTES

IN ACCORDANCE WITH WISCONSIN STATUTE 182.075, DAMAGE TO TRANSMISSION FACILITIES. EXCAVATOR SHALL BE SOLELY RESPONSIBLE TO PROVIDE ADEQUATE NOTICE TO THE DESIGNATED TONE CALL SYSTEM, NOT LESS THAN THREE WORKING DAYS PRIOR TO COMMENCEMENT OF ANY EXCAVATION REQUIRED TO PERFORM WORK CONTAINED ON THESE DRAWINGS, AND FURTHER, EXCAVATOR SHALL COMPLY WITH ALL OTHER REQUIREMENTS OF THIS STATUTE RELATIVE TO EXCAVATOR'S WORK.



EXISTING BUILDING

EXISTING BUILDING

HATCH LEGEND	
	PROPOSED CONCRETE SIDEWALK
	PROPOSED REGULAR DUTY ASPHALT PAVEMENT
	PROPOSED HEAVY DUTY ASPHALT PAVEMENT
	PROPOSED DEPRESSED CURB
	PROPOSED TAPER CURB
	PROPOSED REVERSE CURB

Location:
 800 Main Street
 Pewaukee, WI 53072

Revisions

SCALE: 1" = 10'

SITE PLAN

MAY 05, 2023

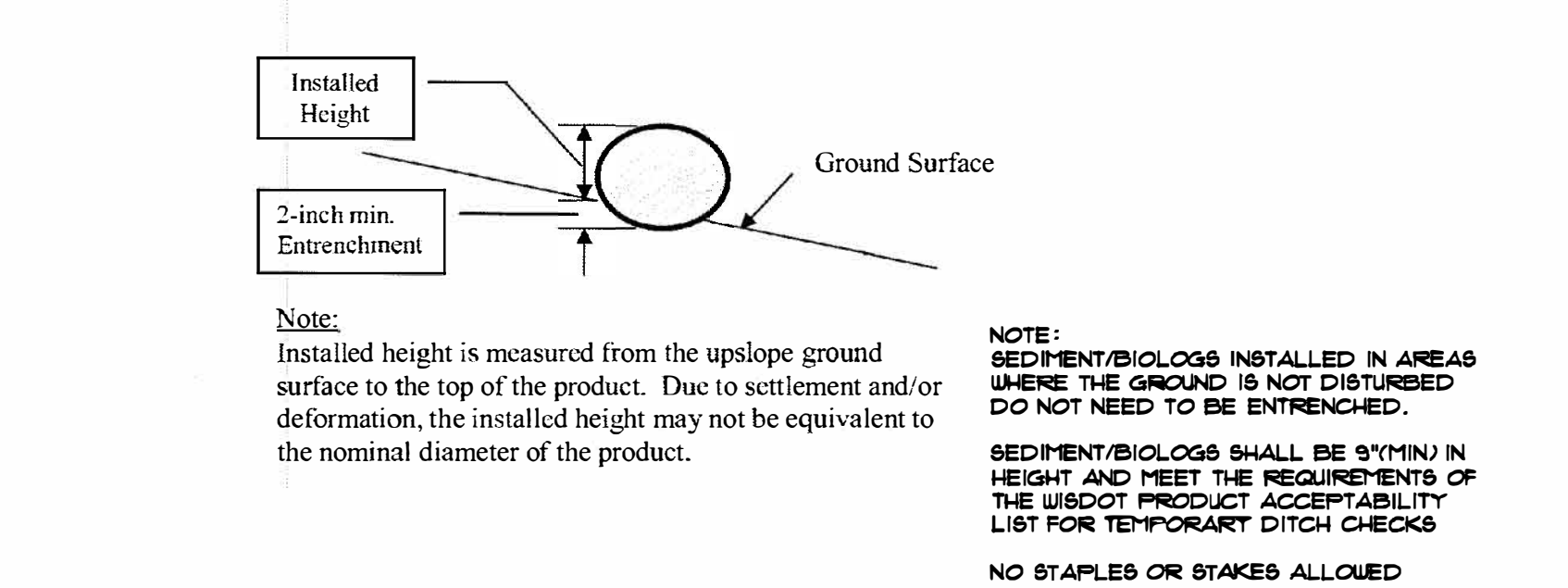
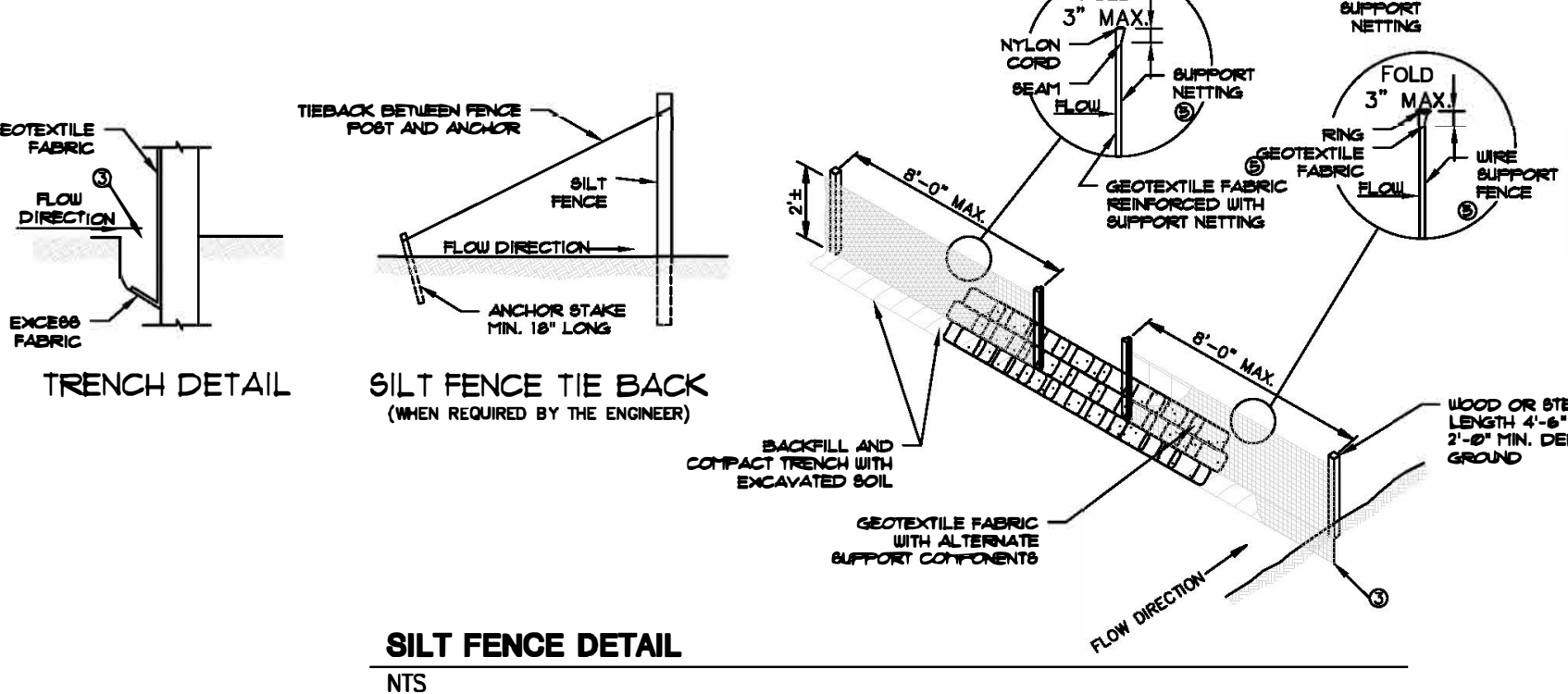
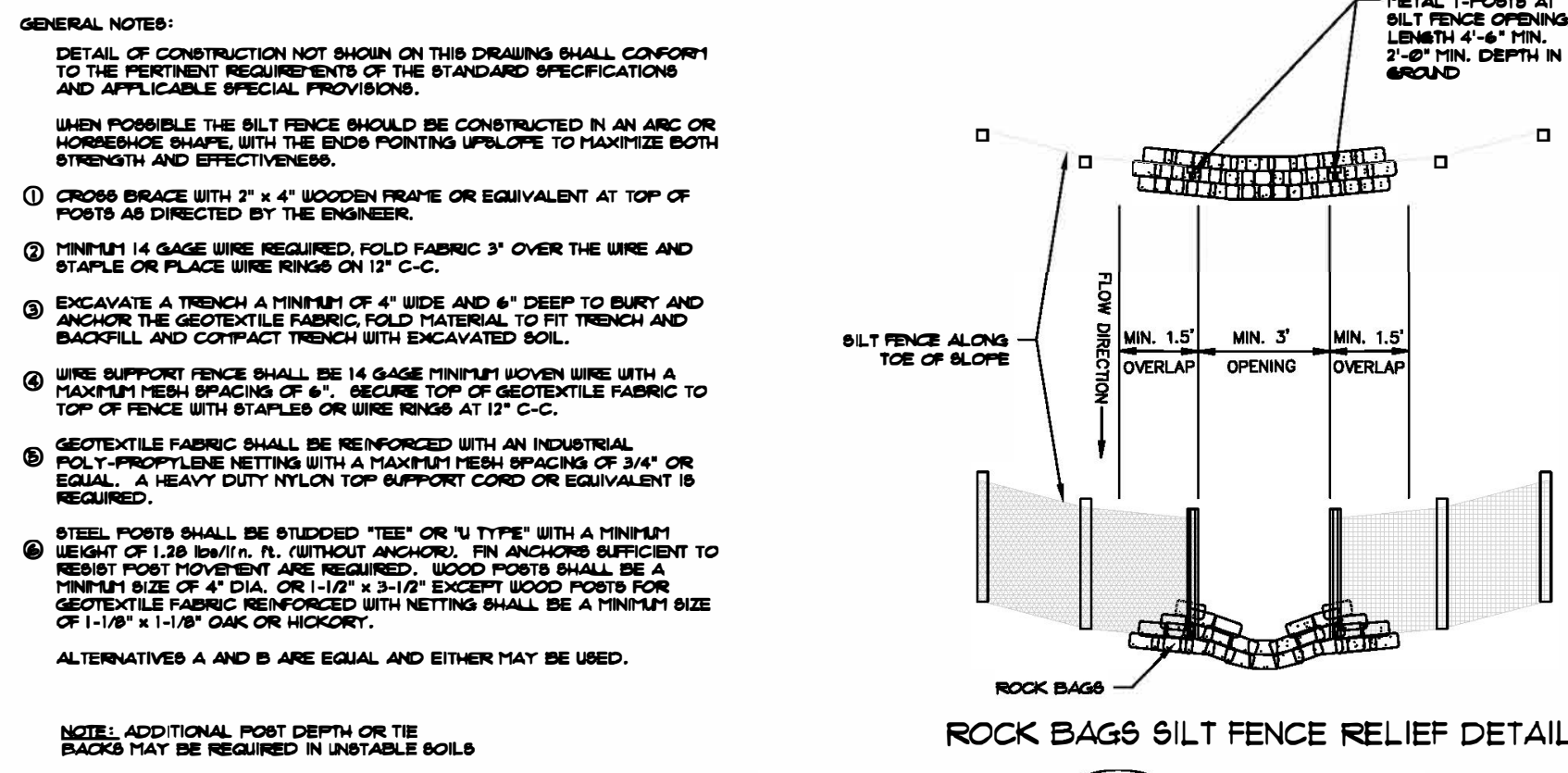
Project No.
 19-1213.11

Sheet No.

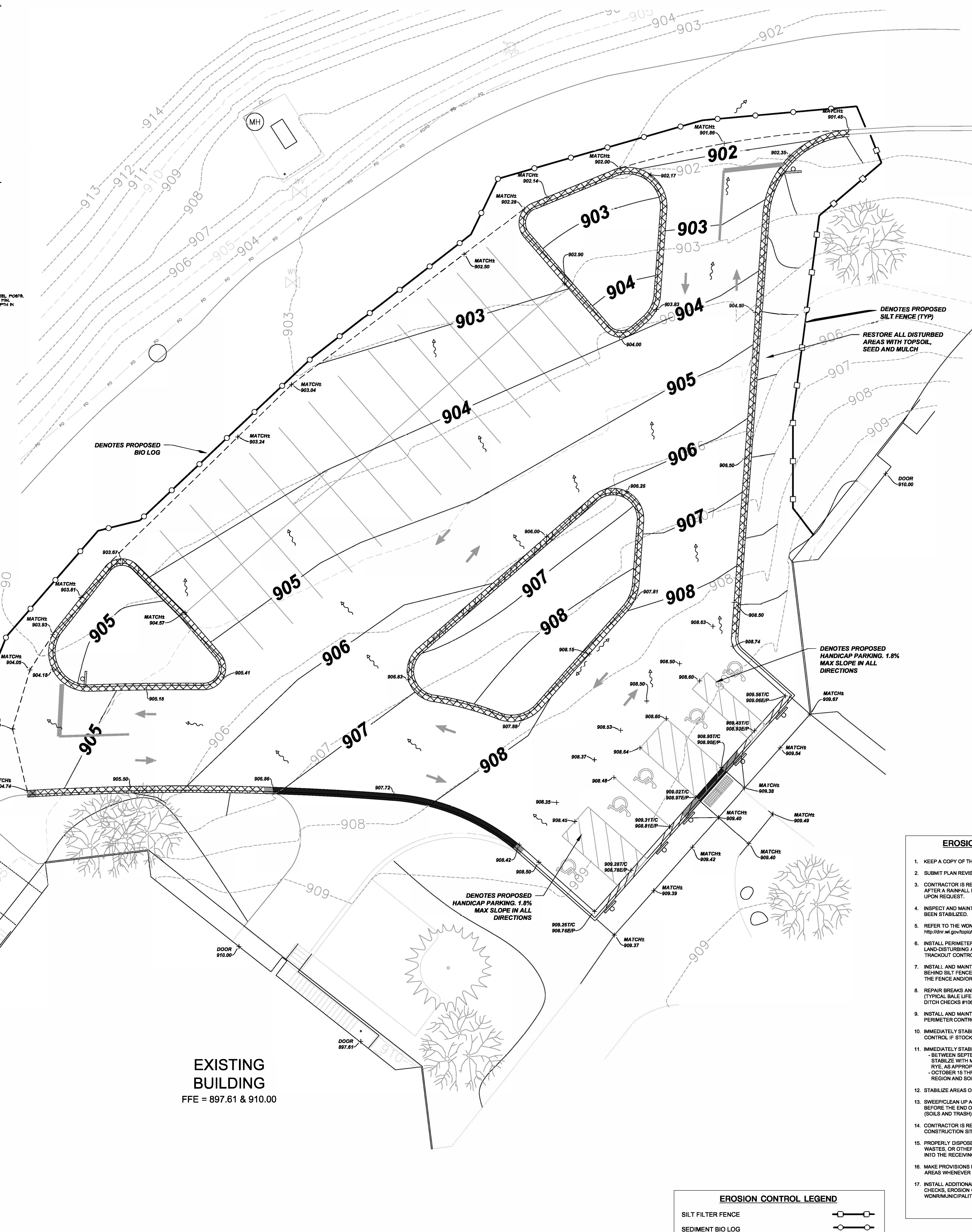
C1.11



IN ACCORDANCE WITH WISCONSIN STATUTE 182.0175, DAMAGE TO TRANSMISSION FACILITIES, EXCAVATOR SHALL BE SOLELY RESPONSIBLE TO PROVIDE ADVANCE NOTICE TO THE DESIGNATED "ONE CALL SYSTEM" NOT LESS THAN THREE WORKING DAYS PRIOR TO COMMENCEMENT OF ANY EXCAVATION REQUIRED TO PERFORM WORK CONTAINED ON THESE DRAWINGS, AND FURTHER, EXCAVATOR SHALL COMPLY WITH ALL OTHER REQUIREMENTS OF THIS STATUTE RELATIVE TO EXCAVATOR'S WORK.



01 SEDIMENT/BIOLOG DETAIL
 NTS



EXISTING BUILDING
 FFE = 910.00

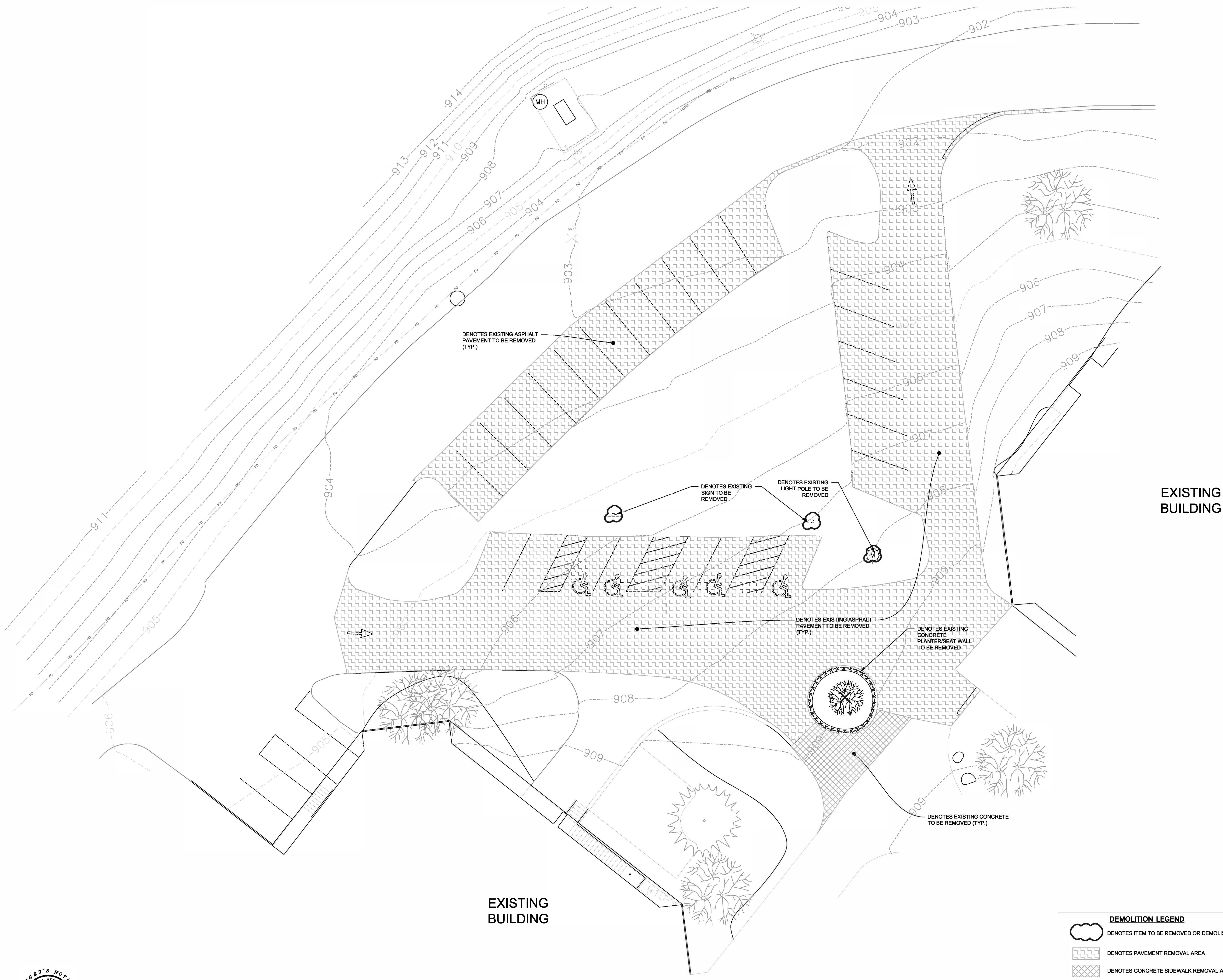
EXISTING BUILDING
 FFE = 897.61 & 910.00

- EROSION CONTROL NOTES AND PHASING**
- KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
 - SUBMIT PLAN REVISIONS OR AMENDMENTS TO THE ENGINEER AT LEAST 5 DAYS PRIOR TO FIELD IMPLEMENTATION.
 - CONTRACTOR IS RESPONSIBLE FOR ROUTINE SITE INSPECTIONS AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. KEEP INSPECTION REPORTS ON-SITE AND MAKE THEM AVAILABLE UPON REQUEST.
 - INSPECT AND MAINTAIN ALL INSTALLED EROSION CONTROL PRACTICES UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
 - REFER TO THE WDMR STORMWATER CONSTRUCTION TECHNICAL STANDARDS AT http://www.wisconsin.gov/topsoil/waterresources/standards_standards.html.
 - INSTALL PERIMETER EROSION CONTROLS, (IF REQUIRED) AND TRACKOUT CONTROL PRACTICES PRIOR TO ANY LAND-DISTURBING ACTIVITIES, INCLUDING CLEARING AND GRUBBING. USE WDMR TECHNICAL STANDARD 1057 FOR TRACKOUT CONTROL AT CONSTRUCTION ENTRANCE(S) (IF REQUIRED).
 - INSTALL AND MAINTAIN SILT FENCING PER WDMR TECHNICAL STANDARD SILT FENCE #1096. REMOVE SEDIMENT FROM BEHIND SILT FENCES AND SEDIMENT BARRIERS BEFORE SEDIMENT REACHES A DEPTH THAT IS EQUAL TO ONE-HALF OF THE FENCE AND/OR BARRIER HEIGHT.
 - REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY. REPLACE DECOMPOSING STRAW BALES (TYPICAL BALE LIFE IS 3 MONTHS). LOCATE, INSTALL, AND MAINTAIN STRAW BALES PER WDMR TECHNICAL STANDARD DITCH CHECKS #1062.
 - INSTALL AND MAINTAIN FILTER SOCKS IN ACCORDANCE WITH WDMR TECHNICAL STANDARD INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION PRODUCTS # 1071.
 - IMMEDIATELY STABILIZE STOCKPILES AND SURROUNDING STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.
 - IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER.
 - BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE, AS APPROPRIATE FOR REGION AND SOIL TYPE.
 - OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.
 - STABILIZE AREAS OF FINAL GRADING WITHIN 7 DAYS OF REACHING FINAL GRADE.
 - SWEEP/CLEAN UP ALL SEDIMENT/TRASH THAT MOVES OFF-SITE DUE TO CONSTRUCTION ACTIVITY OR STORM EVENTS BEFORE THE END OF THE SAME WORKDAY OR AS DIRECTED BY THE WDMR/MUNICIPALITY. SEPARATE SWEEP MATERIALS (SOILS AND TRASH) AND DISPOSE OF APPROPRIATELY.
 - CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST PER WDMR TECHNICAL STANDARD DUST CONTROL ON CONSTRUCTION SITES # 1068.
 - PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.
 - MAKE PROVISIONS FOR WATERING DURING THE FIRST 8 WEEKS FOLLOWING SEEDING OR PLANTING OF DISTURBED AREAS WHENEVER MORE THAN 7 CONSECUTIVE DAYS OF DRY WEATHER OCCUR.
 - INSTALL ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES (SUCH AS TEMPORARY SEDIMENT BASINS, DITCH CHECKS, EROSION CONTROL MATTING, SILT FENCING, FILTER SOCKS, MATS, SWALES, ETC.) OR AS DIRECTED BY WDMR/MUNICIPALITY.



DIGGER'S HOPIES
 CALL BEFORE YOU DIG
 1-800-242-8811

IN ACCORDANCE WITH WISCONSIN STATUTE 182.0175, DAMAGE TO TRANSMISSION FACILITIES, EXCAVATOR SHALL BE SOLELY RESPONSIBLE TO PROVIDE ADVANCE NOTICE TO THE DESIGNATED "ONE CALL SYSTEM" NOT LESS THAN THREE WORKING DAYS PRIOR TO COMMENCEMENT OF ANY EXCAVATION REQUIRED TO PERFORM WORK CONTAINED ON THESE DRAWINGS, AND FURTHER, EXCAVATOR SHALL COMPLY WITH ALL OTHER REQUIREMENTS OF THIS STATUTE RELATIVE TO EXCAVATOR'S WORK.



EXISTING BUILDING

EXISTING BUILDING

DENOTES EXISTING ASPHALT PAVEMENT TO BE REMOVED (TYP.)

DENOTES EXISTING SIGN TO BE REMOVED

DENOTES EXISTING LIGHT POLE TO BE REMOVED

DENOTES EXISTING ASPHALT PAVEMENT TO BE REMOVED (TYP.)

DENOTES EXISTING CONCRETE PLANTER/SEAT WALL TO BE REMOVED

DENOTES EXISTING CONCRETE TO BE REMOVED (TYP.)

DEMOLITION LEGEND	
	DENOTES ITEM TO BE REMOVED OR DEMOLISHED
	DENOTES PAVEMENT REMOVAL AREA
	DENOTES CONCRETE SIDEWALK REMOVAL AREA
	DENOTES ITEM TO BE ABANDONED OR REMOVED
	DENOTES TREE TO BE REMOVED OR RELOCATED (AS NOTED)

Location:
 800 Main Street
 Pewaukee, WI 53072
 Revisions

SCALE: 1" = 10'
 North

DEMOLITION PLAN

MAY 05, 2023

Project No.
 19-1213.11

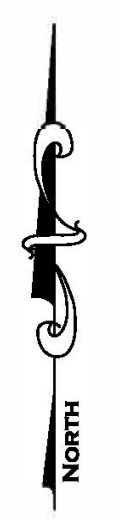
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C1.30



IN ACCORDANCE WITH WISCONSIN STATUTE 182.0175, DAMAGE TO TRANSMISSION FACILITIES, EXCAVATOR SHALL BE SOLELY RESPONSIBLE TO PROVIDE ADVANCE NOTICE TO THE DESIGNATED "ONE CALL SYSTEM", NOT LESS THAN THREE WORKING DAYS PRIOR TO COMMENCEMENT OF ANY EXCAVATION REQUIRED TO PERFORM WORK CONTAINED ON THESE DRAWINGS, AND FURTHER, EXCAVATOR SHALL COMPLY WITH ALL OTHER REQUIREMENTS OF THIS STATUTE RELATIVE TO EXCAVATOR'S WORK.

CSE
 CAPITOL SURVEY ENTERPRISES
 220 REGENCY CT. STE. 210
 BROOKFIELD, WI 53045
 PH: (262) 786-6600
 FAX: (414) 786-6508
 WWW.CAPITOLSURVEY.COM



WAUKESHA COUNTY TECHNICAL COLLEGE
 L. BUILDING PARKING ADDITION



NOTES

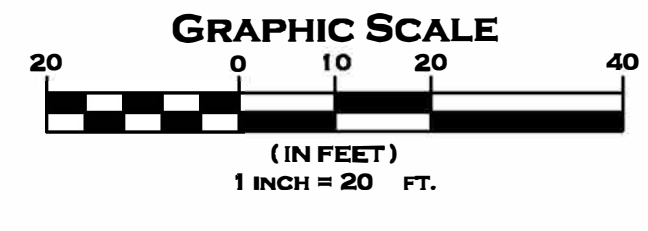
1. THE UNDERGROUND UTILITY INFORMATION AS SHOWN HEREON IS BASED, IN PART, ON INFORMATION FURNISHED BY THE UTILITY COMPANIES, DIGGERS HOTLINE AND THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.
2. PROJECT BENCHMARK - CONCRETE MONUMENT WITH BRASS CAP FOUND AT THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF SECTION 16-7-19, E.L. = 874.97
3. ELEVATIONS BASED ON INFORMATION FROM THE SEWRPC AND ARE AT NVD 1929 DATUM.
4. HORIZONTAL SURVEY DATUM: COORDINATES ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (WCCS), WAUKESHA COUNTY, NORTH AMERICAN DATUM OF 1983, 2011 ADJUSTMENT (NAD83(2011)).

LEGEND

—SAN—	SANITARY SEWER	□	ELECTRIC TRANSFORMER	⊕	HYDRANT
—ST—	STORM SEWER	□	ELECTRIC METER	⊕	WATER VALVE
—W—	WATER MAIN	□	ELECTRIC PEDESTAL	⊕	GAS VALVE
—G—	BURIED GAS LINE	□	ELECTRIC BOX AT GRADE	⊕	MANHOLE
—TEL—	BURIED TELEPHONE LINE	□	TELEPHONE BOX AT GRADE	⊕	STORM MANHOLE
—E—	BURIED ELECTRIC LINE	□	TV PEDESTAL	⊕	CATCH BASIN
—FO—	BURIED FIBER OPTIC LINE	□	ASB	⊕	CURB FLEET
—//—	OVERHEAD UTILITY LINES	□	UTILITY POLE	⊕	METAL LIGHT POLE
—CATV—	BURIED CABLE TELEVISION LINES	□	WOOD SIGN	⊕	CONCRETE LIGHT POLE
—COMB—	COMBINATION SEWER	□	METAL SIGN	⊕	WOOD LIGHT POLE
—WOOD—	WOOD FENCE	□	FLAG POLE	⊕	MAIL BOX
—METAL—	METAL FENCE	□	MAIL SIGN	⊕	TRUCK OPTIC MARKER
—BRUSH—	BRUSH	□	BOULDER LIGHT	⊕	OUT WIRE
—ELEV—	ELEVATION	□	ROAD LIGHT	⊕	
—CONC—	CONCRETE	□	CONCRETE CONNECTION	⊕	

Location:
 800 Main Street
 Pewaukee, WI 53072

Revisions



www.DiggersHotline.com
DIGGERS HOTLINE
 DIAL 811 OR (800) 242-8511

EXISTING CONDITIONS SURVEY
 FOR
WCTC
 800 MAIN ST
 PEWAUKEE, WI

DRAWN BY:	DM	DATE:	APRIL 19, 2023
CHECKED BY:	RAP	DRAWING NO.:	EC - 0
CSE JOB NO.:	23 - 027	SHEET:	1 OF 1

North
 SCALE: 1" = 20'

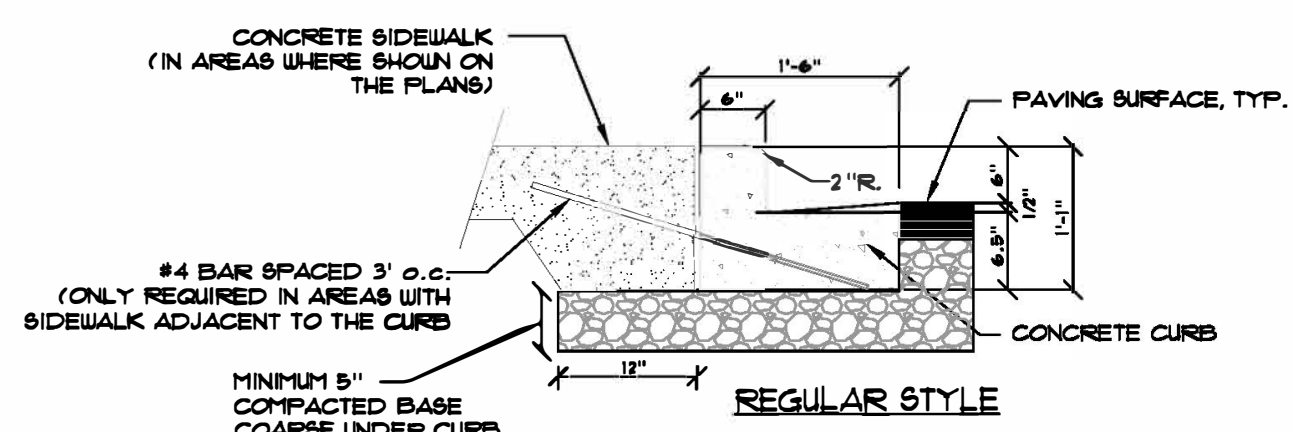
EXISTING SURVEY

MAY 05, 2023

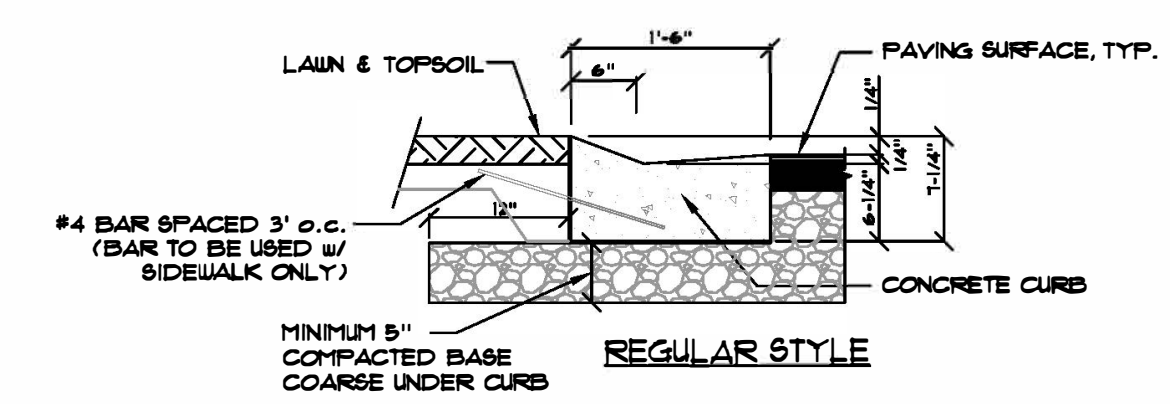
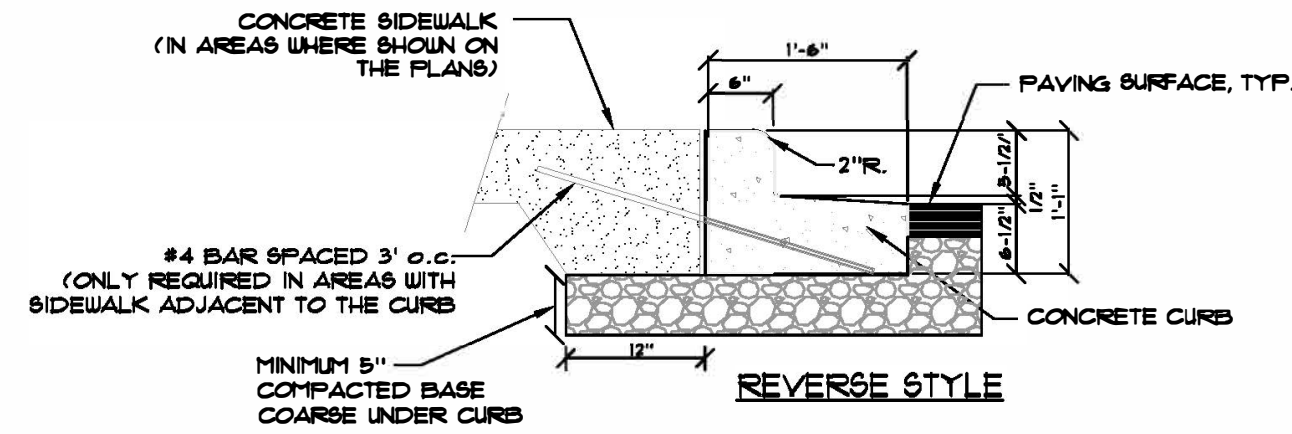
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 19-1213.11

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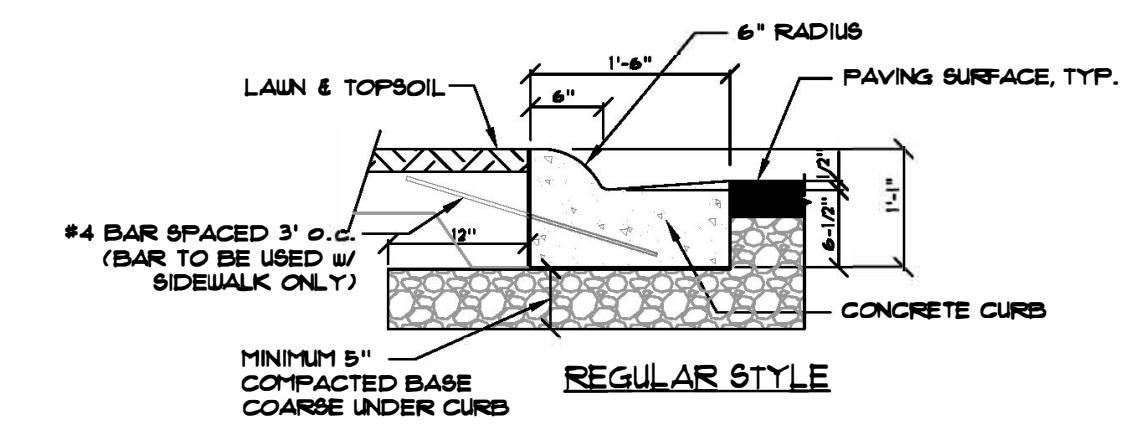
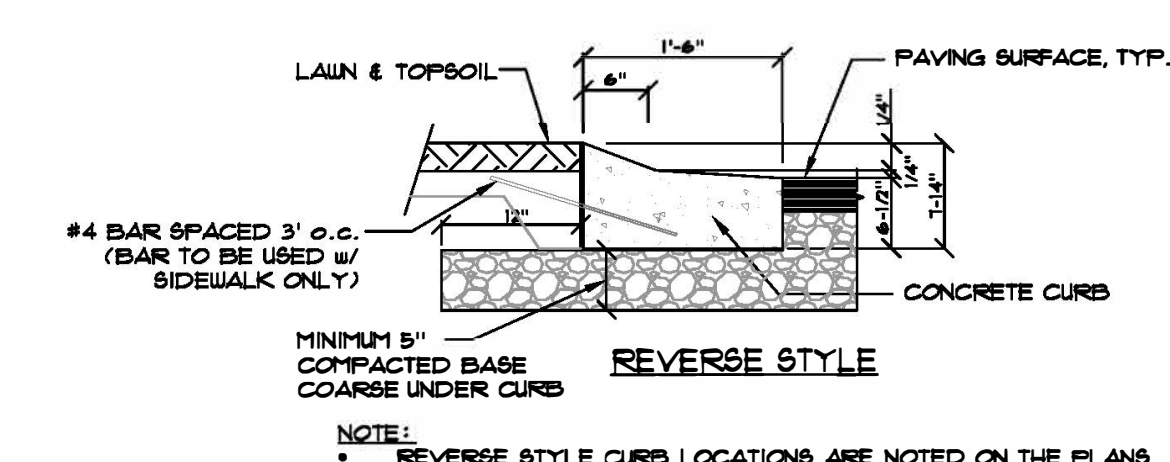
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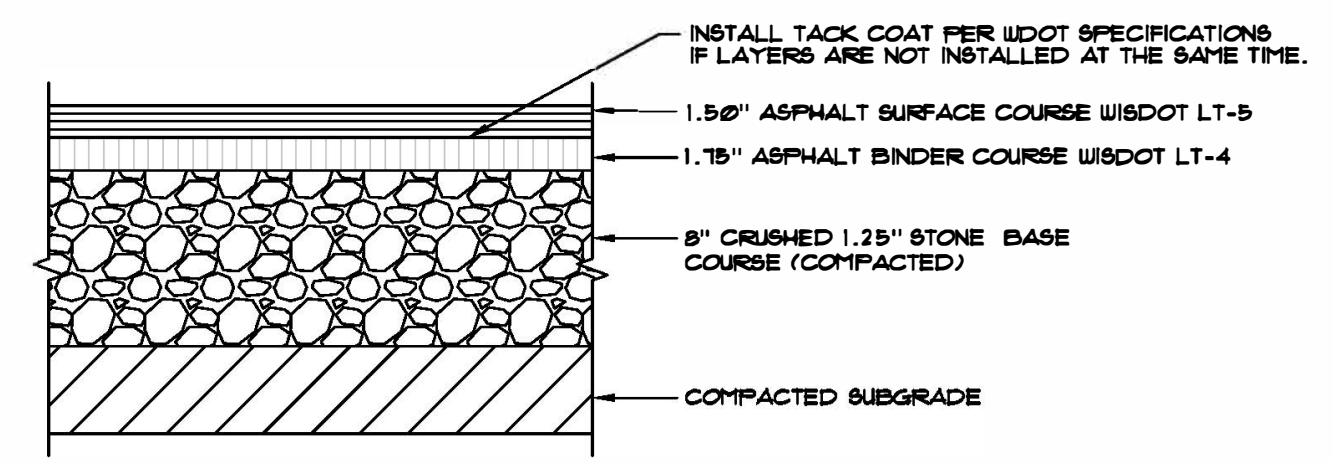
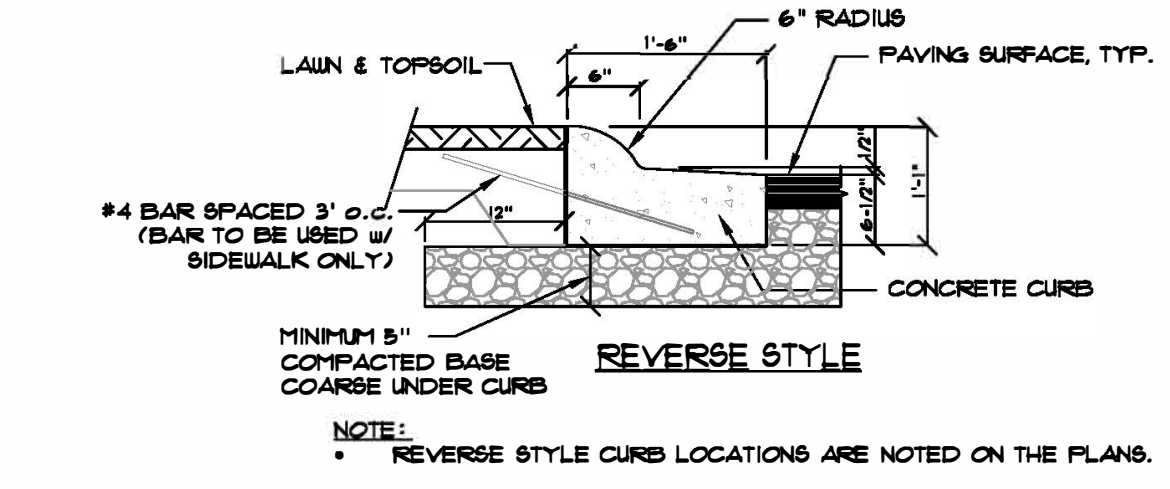
01 VERTICAL FACE CURB - 18" WIDE
NTS



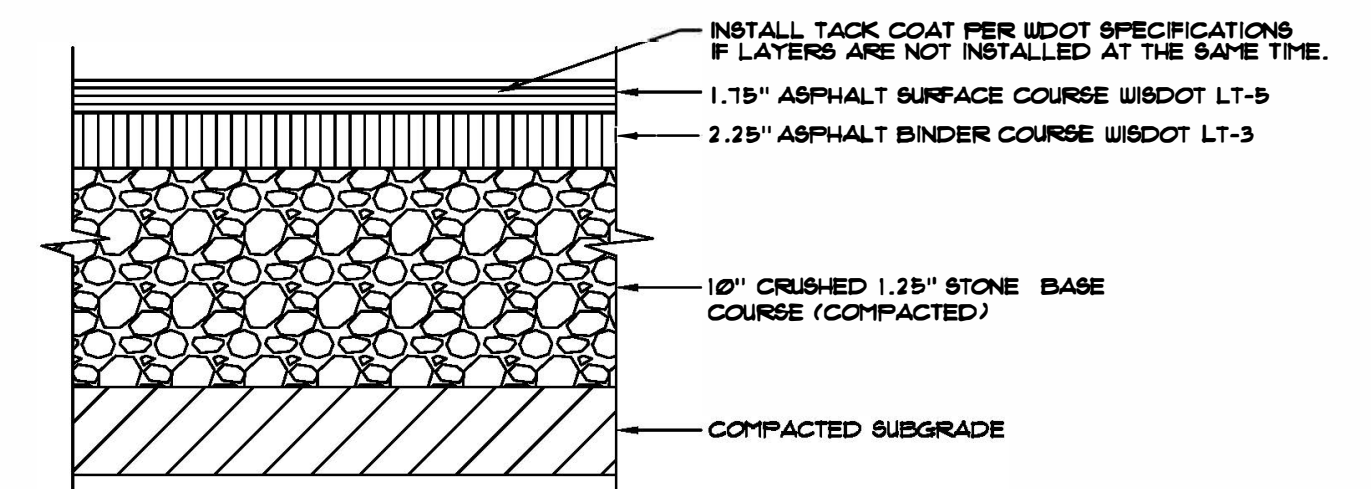
02 18" DEPRESSED CURB
NTS



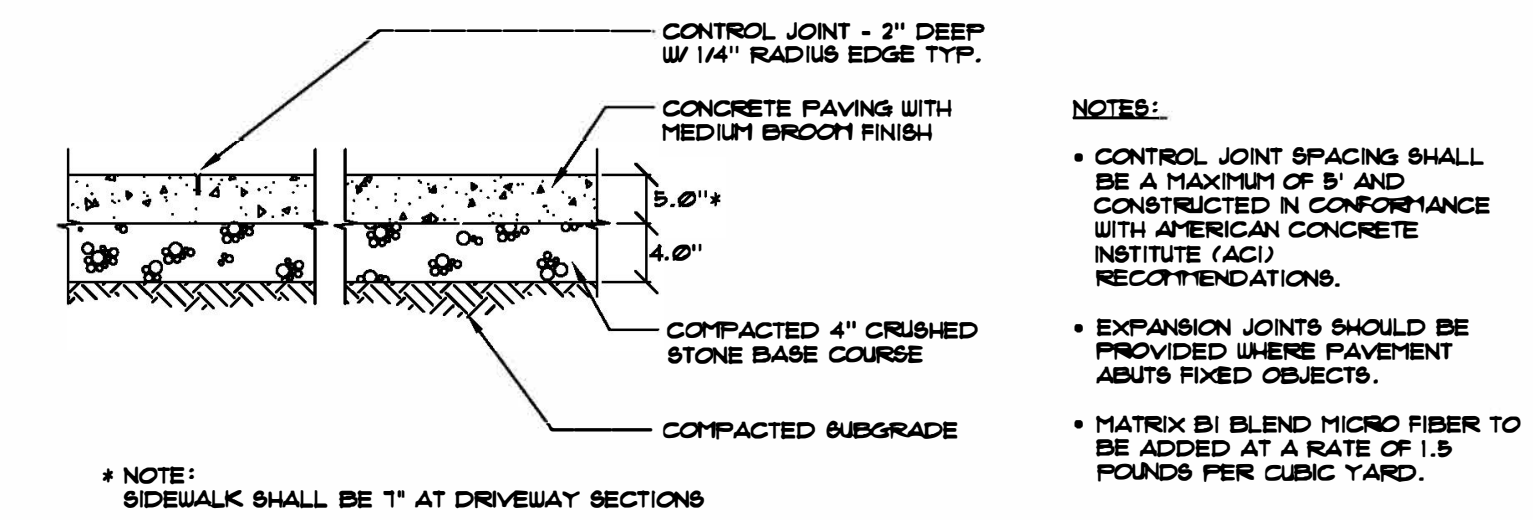
03 MOUNTABLE CURB - 18" WIDE
NTS



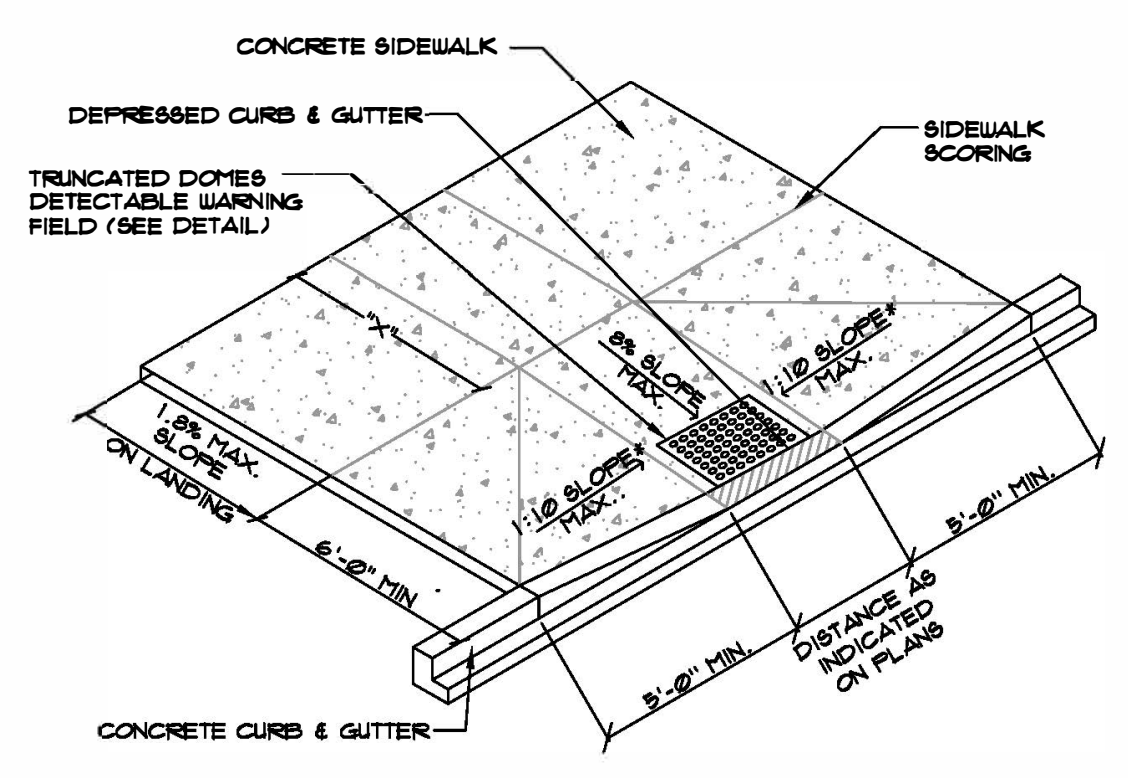
04 REGULAR DUTY ASPHALT PAVEMENT
NTS



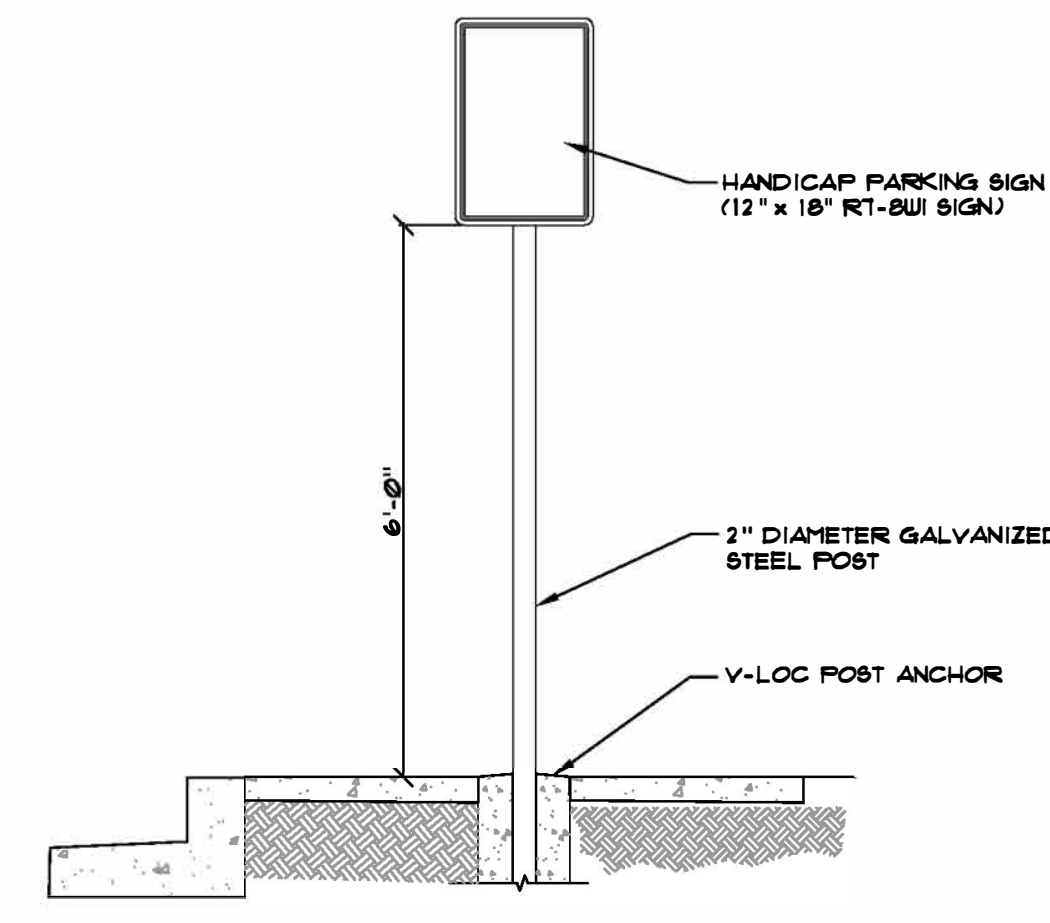
04 REGULAR DUTY ASPHALT PAVEMENT
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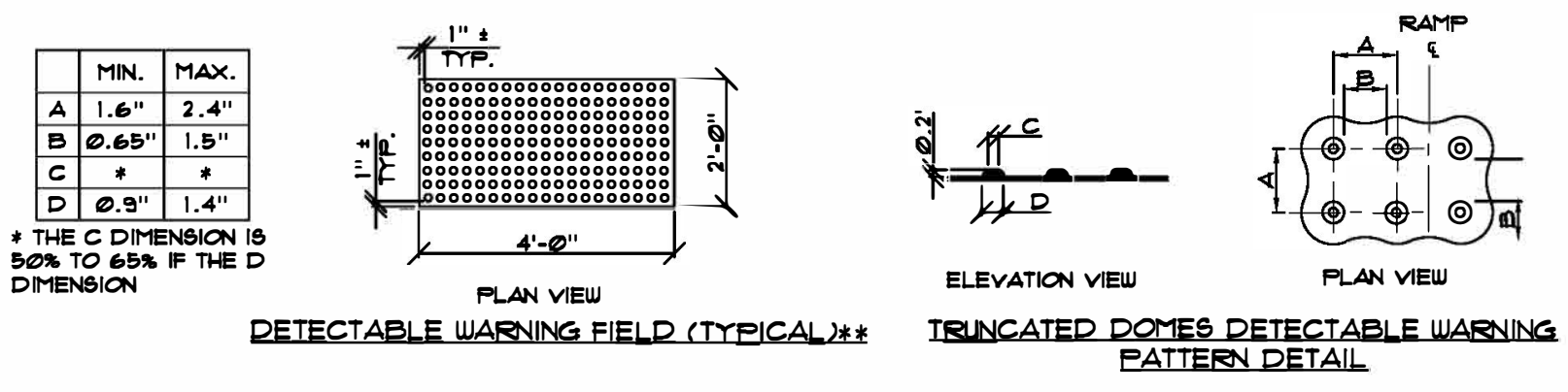
05 CONCRETE SIDEWALK SECTION
NTS



06 HANDICAP RAMPTYPE 1
NTS



07 HANDICAP SIGN
NTS



08 TRUNCATED DOMES
NTS

TAPCO - V-Loc Post Anchor for Round 2" Galvanized Posts

Contractor to select V Lock base type based on installation location (existing concrete, soil, etc.) and following Tapco's recommendations.

Install per manufacturers specifications

09 V-LOC POST ANCHOR W/ 2" GALVANIZED POST
NTS

Location:
800 Main Street
Pewaukee, WI 53072

Revisions

SCALE:

CONSTRUCTION DETAILS