



MINUTES

Business Services Committee

John Benbow, Jr., Chairperson
Christopher Inda, Member
Jaime Sparkes, Member
John A. Krings, President

July 6, 2026

LOCATION: Board of Education Office, 510 Peach Street, Wisconsin Rapids, WI 54494
Conference Room C

TIME: 6:00 p.m.

COMMITTEE MEMBERS PRESENT: John Benbow Jr., Christopher Inda, and Jaime Sparkes

ADMINISTRATORS PRESENT: Ed Allison and Aaron Nelson

I. The meeting was called to order at 6:46 p.m. by John Benbow, Jr.

II. Public Comment - None

III. Actionable Items

A. Insurance Premium Summary - Approval

BS-1 Motion was made by Christopher Inda to approve the estimated annual insurance premiums of \$543,320.00 for the 2026-27 school year, to be funded with the district's insurance budgets. Motion carried unanimously.

B. District Vehicle Purchase - Approval

BS-2 Motion was made by Jaime Sparkes to approve the purchase of two minivans. The total cost of the vehicles is expected to be around \$90,000.00 and will be paid for from the 2026-27 transportation budget. Motion carried unanimously.

C. Washington Field #5 Naming Rights - Approval

BS-3 Motion was made by Christopher Inda to approve, under the guidance of school board policy po7250, to rename Washington Field #5 as Musallam Field and to place the Legacy Foundations logo on the new scoreboard to recognize their financial support for the Washington and MSTC soccer complex. Motion carried unanimously.

D. Audit Proposal - Memorandum of Understanding - Approval

BS-4 Motion was made by Jaime Sparkes to approve the proposed three-year Memorandum of Understanding for audit services for fiscal years 2026-27 (\$28,615.00), 2027-28 (\$30,050.00), and 2028-29 (\$31,550.00). Motion carried unanimously.

IV. Updates and Reports

A. Purchases - Update

Copies of the following invoices, bid specs, and purchase orders will be reviewed:

- Apple - \$16,980.00 - District Tech & Common School Library Fund Budgets - iPads for Music Department
- ByteSpeed - \$16,060.00 - Technology Budget - Ethernet Switches and Subscription
- CESA5 - \$110,455.13 - CESA Budgets - CESA Contracted Services
- DPI - \$29,222.76 - Fund 27 - Annual Student Transportation to School for Deaf
- Duet - \$15,885.60 - Lincoln Budget - Student Chairs
- Knowt - \$11,156.25 - Common School Library Fund Budget - Annual License
- Macco's - \$28,736.00 - B&G Budget - LHS Carpeting
- PDS - \$20,106.66 - Technology Referendum Budget - Meraki Subscription
- Tweet/Garot - \$10,800.00 - B&G Budget - Boiler Maintenance

B. Donations – Update

- Elks Ladies of Wisconsin - \$200.00 - Caring Closet
- Aspirus - \$2,379.28 - Fast Program
- Anonymous - \$16,000.00 - FS Angel Fund
- Mini Rapids - \$75.00 - FS Angel Fund
- Anonymous - \$850.00 - FS Angel Fund
- WRAMS FBLA - \$256.00 - FS Angel Fund
- Legacy - \$94,500.00 - SWC Stadium Lighting
- Tork Foundation - \$95,000.00 – SWC Stadium Lighting

C. District Phone Replacement - Update

The Technology Department was notified in mid-April 2026 that our current desktop phones would reach the end of life in October 2026. This means future software releases on the phone system could render it non-operational. The Technology Department purchased 692 Fortinet phones from Camera Corner Connecting Point for \$103,632.00, to be paid from the 2026-27 technology referendum budget (see Attachment D).

D. Auditor Engagement Letter to the Board of Education - Update

Auditor engagement letter to the Board of Education (see Attachment E).

E. Wisconsin Retirement System Rate Increase - Update

Wisconsin Retirement System rates will increase by .1% as of January 1, 2027. This increase will be split between the employer and the employee. The total annual cost increase for the district is estimated at \$20,000.00 (see Attachment F).

F. SWC Stadium Lighting - Update

Over the past several years, district personnel and community groups have observed a decline in the efficiency, quality, and overall functionality of the current lighting system. The proposed stadium lighting at SWC Stadium will enhance the facility's quality and usability for thousands of students and residents in the Wisconsin Rapids area. This is the original system that was installed when SWC was built in 2000. The lighting system will enhance the stadium by extending usable hours. With remote lighting, the lights will promote physical activity, provide

safe recreational opportunities, and support evening sports events, benefiting athletes, families, and the broader community.

Benefits of LED Lighting

- **Expanded Community Access:** Improved lighting will allow for extended evening hours, supporting walking, running, youth practices, and community events.
- **Enhanced Safety and Visibility:** Brighter, more consistent lighting will improve conditions for athletes, spectators, and casual users.
- **Energy Efficiency and Sustainability:** LED systems use up to 75% less energy, reducing operating costs and environmental impact.
- **Reduced Maintenance Costs:** With a lifespan of up to 25,000 hours, LED lighting significantly reduces replacement and maintenance needs.
- **Improved Event Quality:** Higher-quality lighting enhances the experience for competitions, tournaments, and large community gatherings.

Musco is our preferred contractor for lighting (same system as at the Rapids Area Sports Complex (Quad), Washington Soccer Complex, and Witter Field), thereby enabling more uniform and consistent maintenance of the systems. Musco's timeline is to complete the project prior to August 20th. E-Con Electric is a local vendor used by Musco for this project.

The total cost of the project is \$304,153.00. The project will be funded by a \$94,500.00 donation from Legacy, a \$95,000.00 donation from the Tork Foundation, and \$40,000.00 in proceeds from hosting the WIAA state events. The balance amount of \$74,653.00 will come from Fund 80. (see Attachment G).

V. Consent Agenda Items

The Committee members agreed upon the following consent agenda items for consideration at the regular Board of Education meeting:

- BS-1 Insurance Premium Summary - Approval
- BS-2 District Vehicle Purchase - Approval
- BS-3 Washington Field #5 Naming Rights - Approval
- BS-4 Audit Proposal - Memorandum of Understanding - Approval

VI. Future Agenda Items

John Benbow, Jr., adjourned the meeting at 6:58 p.m.