



Complete and submit this form, along with any supplemental documentation, to the Office of the President by 5:00pm on the seventh day prior to the Board meeting.

Date of Board Meeting: October 17, 2023

Subject: Approve the allocation of funds from the prior year fund balance for 2023 outstanding encumbrances.

Recommendation: Recommend approval of the allocation of prior year funds for 2023 outstanding encumbrances.

Background and Rationale: At year end the College had outstanding purchase orders (encumbrances) totaling \$690,297.27. A detailed list is attached. These purchases were ordered with funds from the 2023 fiscal year. These purchases will not be received and paid until the 2024 fiscal year. The current budget does not include an allocation for these encumbrances. Prior year funds must be allocated by the Board of Trustees as a budget revenue item so that the expenses associated with these purchases can be paid out of the current budget year. The total allocation of \$690,297.27 will be noted in the 2024 financial statements as reserved for encumbrances.

Cost and Budgetary Support: \$690,297.27

Unrestricted Operating Fund for 2023 – 2024 \$369,747.03

Restricted Grant Accounts for 2023 - 2024 \$320,550.24

Strategic Priority Alignment:

Student Success

Community Impact

Resource Optimization

Institutional Excellence


Resource Person(s):

Bryce D. Kocian, Vice President of Administrative Services

Gus Wessels, Jr., Dean of Business Services

Philip Wuthrich, Director of Purchasing

Signatures:



Originator

10-5-23

Date



Cabinet-Level Supervisor

10-5-23 10/4/2023

Date

President's Approval:



President

10-9-23

Date

LIST OF CARRY OVER PO's FROM 2023 to 2024

Original #	Vendor	Amount	Account	
P0044904	Abel Design Group Ltd	\$6,674.96	1110 - 1193 - 7603 - 702	Pioneer Student Center Design
P0044385	Bass Construction Co.	\$175,757.30	1110 - 1193 - 7603 - 702	Library Elevator
P0044794	Firetron Inc	\$15,335.00	1110 - 1193 - 7320 - 702	CLSS Gateway w monitoring
P0044127	RockIT Consulting LLC	\$10,687.08	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044128	RockIT Consulting LLC	\$20,564.85	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044129	RockIT Consulting LLC	\$6,356.67	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044130	RockIT Consulting LLC	\$11,925.68	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044131	RockIT Consulting LLC	\$3,215.40	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044132	RockIT Consulting LLC	\$11,650.72	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044133	RockIT Consulting LLC	\$10,347.60	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044134	RockIT Consulting LLC	\$2,880.38	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044135	RockIT Consulting LLC	\$36,765.54	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044136	RockIT Consulting LLC	\$30,214.07	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044137	RockIT Consulting LLC	\$6,606.83	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044138	RockIT Consulting LLC	\$8,500.14	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044139	RockIT Consulting LLC	\$26,130.38	21159 - 6068 - 7601 - 501	upgrade of campus wi-fi
		\$1,865.90	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0044565	RockIT Consulting LLC	\$130,437.77	1110 - 13035 - 7601 - 6081	Primary Fiber Installation Wharton Campus
P0044587	RockIT Consulting LLC	\$19,200.00	1110 - 13035 - 7601 - 6081	Firewall Upgrade
P0044235	The RDW Group, Inc.	\$22,342.00	1110 - 114 - 7601 - 60101	Web Site redesign
P0044799	The RDW Group, Inc.	\$5,700.00	21157 - 6068 - 7601 - 501	Web Site redesign
P0044473	Strata Information Group	\$115,664.00	21159 - 6068 - 7308 - 501	Contract Functional Analyst
P0044019	Strata Information Group	\$11,475.00	21157 - 6068 - 7308 - 501	Consulting Fin Aid & Student Systems
Total Dollar Amount Carried Forward		\$690,297.27		