



# Wharton County Junior College

## Proposed Agenda Item Board of Trustees Meeting

Complete this form and submit it to the Office of the President by noon on Monday of the week before the Tuesday evening meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version *as long as you follow the format specified below.*

Date of Board Meeting: October 18, 2016

Date of This Proposal: October 7, 2016

### SUBJECT:

Approve the allocation of funds from the prior year fund balance for 2016 outstanding encumbrances.

### RECOMMENDATION:

Recommend approval of the allocation of prior year funds for 2016 outstanding encumbrances.

### BACKGROUND/RATIONALE:

At year end the College had outstanding purchase orders (encumbrances) totaling \$608,460.13. A detailed list is attached. These purchases were ordered with funds from the 2016 fiscal year. These purchases will not be received and paid until the 2017 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 \$608,460.13 will be noted in the 2017 financial statements as reserved for encumbrances.

**Estimated Cost & Budgetary Support (how will this be paid?): \$608,460.13**

Unrestricted Operating Fund - \$608,460.13

### RESOURCE PERSON(S) [name(s) and title(s)]:

Bryce Kocian, Vice President of Administrative Services  
Gus Wessels, Dean of Business Services  
Philip Wuthrich, Director of Purchasing

### SIGNATURES:


  
\_\_\_\_\_  
Originator

10-7-16  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Cabinet-Level Supervisor

10/7/16  
\_\_\_\_\_  
Date

### PRESIDENT'S APPROVAL:

  
\_\_\_\_\_

10-11-16  
\_\_\_\_\_  
Date



**Wharton County  
Junior College**

## 2016 to 2017 Carry Over Items

<b>Vendor Name</b>	<b>Purchase Order Number</b>	<b>Account Number</b>	<b>Carryover Amount</b>
Wood Group Mustang, Inc.	P0032335	1210.14308.7601.102	\$152,500.00
Abel Design Group	P0031962	1110.1193.7603.702	\$329,483.57
Abel Design Group	P0032376	1210.1193.7603.702	\$105,815.00
Abel Design Group	P0031653	1210.1193.7308.702	\$20,661.56
		<b>Amounts Ordered by PO</b>	<b>\$608,460.13</b>