



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 18, 2022

Subject: Approve the allocation of funds from the prior year fund balance for 2022 outstanding encumbrances.

Recommendation: Recommend approval of the allocation of prior year funds for 2022 outstanding encumbrances.

Background and Rationale: At year end the College had outstanding purchase orders (encumbrances) totaling \$531,741.91. A detailed list is attached. These purchases were ordered with funds from the 2022 fiscal year. These purchases will not be received and paid until the 2023 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 \$531,741.91 will be noted in the 2023 financial statements as reserved for encumbrances.

Cost and Budgetary Support: \$531,741.91
Unrestricted Operating Fund for 2022 – 2023 \$175,128.48
Restricted Grant Accounts for 2022 - 2023 \$356,613.43

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

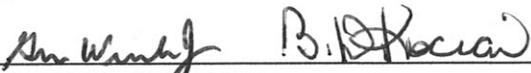
Signatures:



Originator

10-6-22

Date

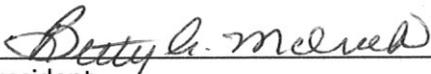


Cabinet-Level Supervisor

10-10-22 10/11/2022

Date

President's Approval:



President

10/11/2022

Date

LIST OF CARRY OVER PO's FOR 2022 to 2023

P0042681	Abel Design Group Ltd	\$10,030.20	1110 - 1193 - 7308 - 702	Elevator Addition to Library
P0043458	Airgas USA LLC	\$4,550.97	1110 - 14059 - 7320 - 102	Welding Equip repairs items not working
P0043559	Barnes & Noble College Booksellers,	\$1,046.16	218918 - 6012 - 746 - 1012	Waiting on two books to be received
P0043515	Bass Construction Co., Inc.	\$39,626.00	1210 - 1193 - 7419 - 702	Richmond rennovation for EMS
P0043546	Caney Auto Service	\$4,356.60	1110 - 1193 - 7320 - 702	3 vehicles, stolen catalytic convertors
P0042349	Champions Machine Tool Sales, Inc.	\$44,019.24	2386 - 6050 - 7601 - 102	Tool room mill
P0043494	Clay,Curtis Marcel.	\$5,600.65	1610 - 1192 - 7308 - 701	Emergency Mgmt System on site visits
P0043277	Echo Healthcare Inc	\$72,335.00	21185 - 6075 - 7601 - 102	Simulation lab EMT
P0043478	Echo Healthcare Inc	\$46,155.00	1210 - 14026 - 7601 - 102	EMT Interactive lab
P0043517	FireTron Inc	\$2,525.00	1210 - 1193 - 7419 - 702	Richmond rennovation strobe lights
P0043516	HB Mechanical Inc	\$11,469.39	1210 - 1193 - 7419 - 702	Richmond rennovation sink & eye wash station
P0043545	Hunton Distribution	\$19,808.00	1110 - 1193 - 7601 - 702	Fitness Center A/C
P0042769	OmniUpdate Inc	\$17,500.00	1110 - 114 - 7601 - 60101	Web Site redesign
P0042205	RockIT Consulting LLC	\$10,687.08	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042206	RockIT Consulting LLC	\$20,564.85	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042207	RockIT Consulting LLC	\$15,162.67	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042210	RockIT Consulting LLC	\$13,260.72	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042214	RockIT Consulting LLC	\$3,215.40	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042215	RockIT Consulting LLC	\$11,650.72	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042216	RockIT Consulting LLC	\$10,347.60	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042218	RockIT Consulting LLC	\$2,880.38	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042219	RockIT Consulting LLC	\$36,765.54	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042221	RockIT Consulting LLC	\$30,214.07	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042226	RockIT Consulting LLC	\$6,606.83	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042228	RockIT Consulting LLC	\$8,500.14	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0042272	RockIT Consulting LLC	\$27,996.28	21154 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0043138	RockIT Consulting LLC	\$19,920.75	21157 - 6068 - 7601 - 501	upgrade of campus wi-fi
P0043539	RockIT Consulting LLC	\$1,166.67	1610 - 13035 - 7001 - 6081	cable drop Sugar Land classroom
P0042679	Stockwell Construction	\$3,240.00	2386 - 6050 - 7001 - 102	construction of area for equipment Bay City
P0042770	The RDW Group, Inc.	\$7,150.00	1110 - 114 - 7601 - 60101	Web Site redesign
P0042772	The RDW Group, Inc.	\$18,200.00	21157 - 6068 - 7601 - 501	Web Site redesign
P0043476	Toolkit Technologies Inc	\$5,190.00	1510 - 14310 - 7001 - 102	Toolbox support package

Total Dollar Amount Carried Forward \$531,741.91