

Monroe County Community College

# **Proposed Budget**

## **FOR THE FISCAL YEAR**

### **2022-2023**

Proposed to the  
Monroe County Community College  
Board of Trustees

**JUNE 20, 2022**



**MONROE COUNTY  
COMMUNITY COLLEGE**

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enriching lives



1555 South Raisinville Road  
Monroe, MI 48161-9746

## **FUND DEFINITIONS**

### **General Fund (01 Fund)**

Used to record and report transactions related to academic and instructional programs and their administration.

### **Retirement Designated Fund (02 Fund)**

Used to record and report the MPERS UAAL (Unfunded Actuarial Accrued Liability) Rate Stabilization and the College's proportional share of the MPERS net pension liability and net OPEB liability.

### **Designated Fund (20 Fund)**

Used to record and report the cost of campus technology equipment and software.

### **Auxiliary Fund (31, 33, 35 Funds)**

Used to account for transactions of those activities that deliver a product or perform a service to students, community, or staff and are essential elements in support of the educational program (bookstore, food service, childcare, campus/community events).

### **Restricted Fund (41, 42, 43, 44, 45, 46, 47 Funds)**

Used to account for transactions resulting from revenues received by the College from outside donors or agencies, in which the College does not have absolute control over the expenses (Federal, state, and other grants and gifts).

### **Student Loan Fund (59 Fund)**

Used to account for loans made to students to assist them in meeting various college expenses including both restricted and unrestricted student loans.

### **Endowment Fund (61, 62 Funds)**

Used to account for gifts of which the principal may not be expended. Two types of endowments are reported in this fund: true endowments (principal must stay intact) and quasi-endowments.

### **Unexpended Plant Fund (71 Fund)**

Used to account for the construction of new facilities.

### **DTMB Project Fund (72 Fund)**

Used to account for the revenue and expenses associated with State of Michigan funded construction projects.

### **Maintenance and Replacement Fund (80 Fund)**

Used to account for major repairs and maintenance of College facilities.

### **Millage Maintenance and Improvement Fund (81 Fund)**

Used to account for maintenance and improvement projects funded through the 5-Year Maintenance and Improvement Millage.

### **Physical Properties Fund (89 Fund)**

Used to account for the value of all land, land improvements, buildings, building improvements, and equipment owned by the College. This fund is used to capitalize and depreciate these assets.

## 2022-2023 PROPOSED BUDGET

	General Fund	Retirement Designated Fund	Designated Fund	Auxiliary Fund	Restricted Fund	Loan Fund
<b>Revenue</b>						
Tuition and fees	\$ 6,439,885		\$ 1,185,974		\$ (1,725,000)	
Property taxes	\$ 14,650,962					
State appropriations	\$ 5,832,400	\$ 1,600,000				
State capital appropriations						
Federal grants					\$ 4,615,767	
State grants					\$ 416,200	
Auxiliary sales and services	\$ (10,000)			\$ 311,600	\$ (247,072)	
Gifts - Capital Campaign						
Other	\$ 213,724				\$ 559,524	
<b>Total Revenue</b>	<b>\$ 27,126,971</b>	<b>\$ 1,600,000</b>	<b>\$ 1,185,974</b>	<b>\$ 311,600</b>	<b>\$ 3,619,419</b>	<b>\$ -</b>
<b>Expenses</b>						
Instruction	\$ 11,327,199	\$ 521,835	\$ 137,061		\$ 200,000	
Information Technology	\$ 1,399,363	\$ 61,890	\$ 745,663		\$ -	
Public Service	\$ 195,143	\$ 8,600	\$ 4,358	\$ 111,100	\$ 75,000	
Instructional Support	\$ 3,323,532	\$ 138,945	\$ 123,496		\$ 400,000	
Student Services	\$ 3,020,546	\$ 121,770	\$ 88,546	\$ 270,242	\$ 2,000,000	
Administration	\$ 4,001,153	\$ 135,825	\$ 51,175		\$ 939,419	
Physical Plant	\$ 3,860,035	\$ 111,135	\$ 35,675		\$ 5,000	
Depreciation						
<b>Total Expenses</b>	<b>\$ 27,126,971</b>	<b>\$ 1,100,000</b>	<b>\$ 1,185,974</b>	<b>\$ 381,342</b>	<b>\$ 3,619,419</b>	<b>\$ -</b>
<b>Revenue over/(under) expenses</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ (69,742)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Transfers</b>						
Transfer In	\$ -					
Transfer Out	\$ 1,000,000					
<b>Net Transfers</b>	<b>\$ (1,000,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Increase/(Decrease)</b>	<b>\$ (1,000,000)</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ (69,742)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Position 6/30/22</b>	<b>\$ 10,619,451</b>	<b>\$ (44,696,435)</b>	<b>\$ 1,519,043</b>	<b>\$ 1,482,554</b>	<b>\$ 107,592</b>	<b>\$ 18,257</b>
<b>Projected Net Position 6/30/23</b>	<b>\$ 9,619,451</b>	<b>\$ (44,196,435)</b>	<b>\$ 1,519,043</b>	<b>\$ 1,412,812</b>	<b>\$ 107,592</b>	<b>\$ 18,257</b>

## 2022-2023 PROPOSED BUDGET

	Endowment Fund	Unexpended Plant Fund	Maintenance & Replacement Fund	Millage Maintenance & Improvement Fund	Physical Properties	Total
<b>Revenue</b>						
Tuition and fees						\$ 5,900,859
Property taxes				\$ 5,757,568		\$ 20,408,530
State appropriations						\$ 7,432,400
State capital appropriations						\$ -
Federal grants						\$ 4,615,767
State grants						\$ 416,200
Auxiliary sales and services						\$ 54,528
Gifts - Capital Campaign			\$ 55,000	\$ 50,000		\$ 105,000
Other	\$ 18,682			\$ 1,200		\$ 793,130
<b>Total Revenue</b>	<b>\$ 18,682</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ 5,808,768</b>	<b>\$ -</b>	<b>\$ 39,726,414</b>
<b>Expenses</b>						
Instruction					\$ (130,131)	\$ 12,055,964
Information Technology					\$ (174,000)	\$ 2,032,916
Public Service					\$ -	\$ 394,201
Instructional Support					\$ (5,000)	\$ 3,980,973
Student Services					\$ -	\$ 5,501,104
Administration	\$ 3,400			\$ 10,000	\$ -	\$ 5,140,972
Physical Plant		\$ 370,653	\$ 500,980	\$ 2,160,000	\$ (9,054,317)	\$ (2,010,839)
Depreciation					\$ 3,000,000	\$ 3,000,000
<b>Total Expenses</b>	<b>\$ 3,400</b>	<b>\$ 370,653</b>	<b>\$ 500,980</b>	<b>\$ 2,170,000</b>	<b>\$ (6,363,448)</b>	<b>\$ 30,095,291</b>
<b>Revenue over/(under) expenses</b>	<b>\$ 15,282</b>	<b>\$ (370,653)</b>	<b>\$ (445,980)</b>	<b>\$ 3,638,768</b>	<b>\$ 6,363,448</b>	<b>\$ 9,631,123</b>
<b>Transfers</b>						
Transfer In		\$ 1,000,000	\$ 15,000			\$ 1,015,000
Transfer Out	\$ 15,000		\$ -			\$ 1,015,000
<b>Net Transfers</b>	<b>\$ (15,000)</b>	<b>\$ 1,000,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Increase/(Decrease)</b>	<b>\$ 282</b>	<b>\$ 629,347</b>	<b>\$ (430,980)</b>	<b>\$ 3,638,768</b>	<b>\$ 6,363,448</b>	<b>\$ 9,631,123</b>
<b>Net Position 6/30/22</b>	<b>\$ 371,426</b>	<b>\$ (9,346,218)</b>	<b>\$ 1,870,574</b>	<b>\$ (502,034)</b>	<b>\$ 71,679,366</b>	<b>\$ 33,123,576</b>
<b>Projected Net Position 6/30/23</b>	<b>\$ 371,708</b>	<b>\$ (8,716,871)</b>	<b>\$ 1,439,594</b>	<b>\$ 3,136,734</b>	<b>\$ 78,042,814</b>	<b>\$ 42,754,699</b>

## GENERAL FUND

### General Comments

The College's General Fund is used to record and report transactions related to academic and instructional programs and their administration. Activities necessary for providing this service are grouped into seven classifications: Instruction, Information Services, Public Service, Instructional Support, Student Services, Institutional Administration, and Physical Plant Operations. The primary revenue sources that provide funding for these activities are tuition, property taxes, and state appropriations.

### GENERAL FUND REVENUES AND EXPENSES SUMMARY BY FUNCTION

	2022 Revised Budget	2023 Budget	Difference
<b>Revenues</b>			
State Appropriations	5,554,300.00	5,832,400.00	278,100.00
Tuition and Fees	6,378,822.00	6,439,885.00	61,063.00
Property Taxes	14,187,269.00	14,650,962.00	463,693.00
Auxiliary Sales & Services	(10,000.00)	(10,000.00)	-
Other	193,114.70	213,723.86	20,609.16
<b>Total Revenues</b>	<b>26,303,505.70</b>	<b>27,126,970.86</b>	<b>823,465.16</b>
<b>Expenses</b>			
Instruction	11,210,997.75	11,327,198.97	116,201.23
Information Technology	1,350,795.94	1,399,363.30	48,567.35
Public Service	208,203.33	195,142.50	(13,060.83)
Instructional Support	3,349,757.47	3,323,531.88	(26,225.58)
Student Services	2,845,603.24	3,020,545.88	174,942.64
Administration	3,723,179.68	4,001,152.88	277,973.20
Physical Plant	3,714,076.22	3,860,035.45	145,959.23
<b>Total Expenses</b>	<b>26,402,613.62</b>	<b>27,126,970.86</b>	<b>724,357.24</b>
<b>Transfers</b>	<b>2,350,253.00</b>	<b>1,000,000.00</b>	<b>(1,350,253.00)</b>
<b>Total Expenses and Transfers</b>	<b>28,752,866.62</b>	<b>28,126,970.86</b>	<b>(625,895.76)</b>
<b>Revenues over/(under) Expenses &amp; Transfers</b>	<b>(2,449,360.92)</b>	<b>(1,000,000.00)</b>	<b>1,449,360.92</b>

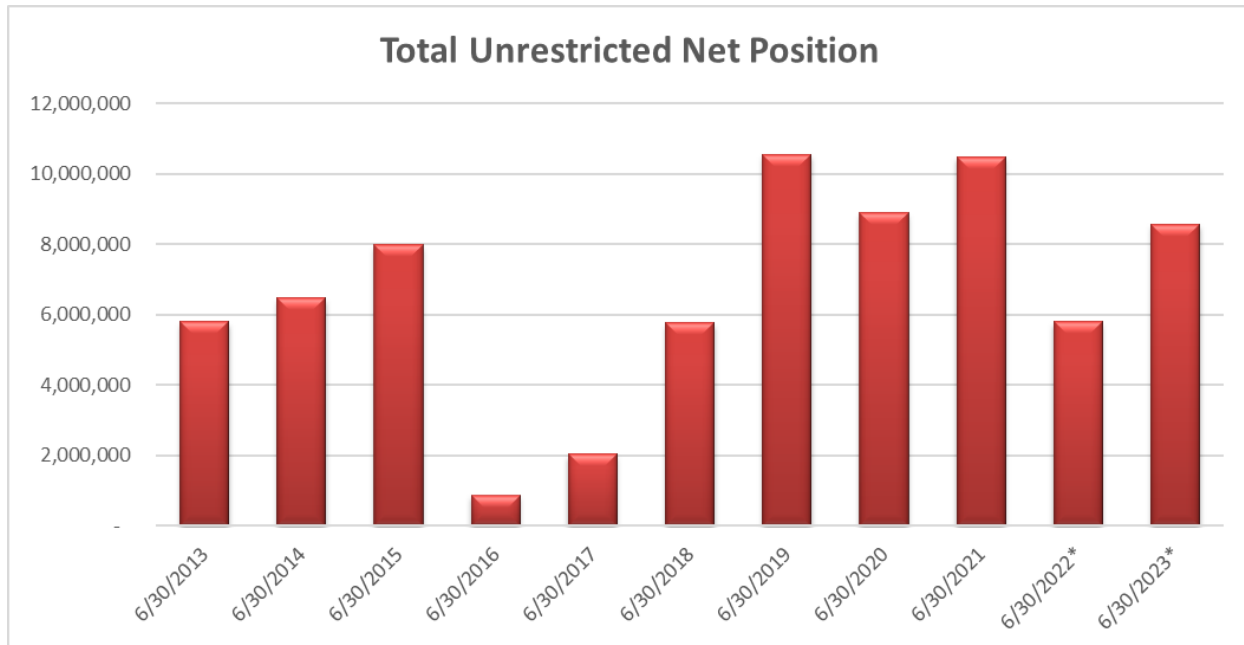
**GENERAL FUND REVENUES AND EXPENSES SUMMARY BY CATEGORY**

	<b>2022 Revised Budget</b>	<b>2023 Budget</b>	<b>Difference</b>
<b>Revenues</b>			
<b>State Appropriations</b>	5,554,300.00	5,832,400.00	278,100.00
<b>Tuition and Fees</b>	6,378,822.00	6,439,885.00	61,063.00
<b>Property Taxes</b>	14,187,269.00	14,650,962.00	463,693.00
<b>Auxiliary Sales &amp; Services</b>	(10,000.00)	(10,000.00)	-
<b>Other</b>	193,114.70	213,723.86	20,609.16
<b>Total Revenues</b>	<b>26,303,505.70</b>	<b>27,126,970.86</b>	<b>823,465.16</b>
<b>Expenses</b>			
<b>Salaries</b>	14,531,807.09	15,272,297.73	740,490.64
<b>Fringe Benefits</b>	7,337,946.53	7,564,951.13	227,004.61
<b>Services</b>	1,217,039.00	1,256,850.00	39,811.00
<b>Supplies</b>	882,545.00	767,473.00	(115,072.00)
<b>Rent/Utilities/Insurance</b>	1,102,975.00	1,102,311.00	(664.00)
<b>Other</b>	895,128.00	908,771.00	13,643.00
<b>Contingencies</b>	125,000.00	100,000.00	(25,000.00)
<b>Capital Outlay</b>	310,173.00	154,317.00	(155,856.00)
<b>Total Expenses</b>	<b>26,402,613.62</b>	<b>27,126,970.86</b>	<b>724,357.24</b>
<b>Transfers</b>	2,350,253.00	1,000,000.00	(1,350,253.00)
<b>Total Expenses and Transfers</b>	<b>28,752,866.62</b>	<b>28,126,970.86</b>	<b>(625,895.76)</b>
<b>Revenues over/(under)</b>			
<b>Expenses &amp; Transfers</b>	<b>(2,449,360.92)</b>	<b>(1,000,000.00)</b>	<b>1,449,360.92</b>

**UNRESTRICTED NET POSITION**

The College has designated the use of unrestricted net position (often referred to as “Reserves”) as follows:

UNRESTRICTED NET POSITION	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Actual	6/30/2021 Actual	6/30/2022 Projected	6/30/2023 Projected
<b>Designations for Unrestricted Net Position:</b>						
Working Capital	5,050,000	5,050,000	6,000,000	6,000,000	6,000,000	6,000,000
Contingencies	4,145,343	5,135,715	4,585,913	7,068,813	4,619,451	3,619,451
Technology Equipment	446,907	831,933	545,606	762,043	1,519,043	1,519,043
Auxiliary Activities	1,473,081	1,530,452	1,517,083	1,526,554	1,482,554	1,412,812
Student Loans	18,217	18,237	18,257	18,257	18,277	18,257
Quasi-Endowment	275,462	278,809	282,359	284,029	134,787	135,069
HVAC (Long-term Debt)	(13,628,873)	(13,277,385)	(11,995,732)	(10,438,747)	(9,346,218)	(8,716,871)
Major Maintenance and Renovation	820,507	1,385,841	1,833,471	1,604,147	1,870,574	1,439,594
Millage Maintenance and Improvement	7,156,653	9,594,179	6,098,732	3,648,264	(502,034)	3,136,734
Undesignated	-	-	-	-	-	-
<b>Unrestricted Net Position without Pension Liability</b>	<b>5,757,298</b>	<b>10,547,781</b>	<b>8,885,689</b>	<b>10,473,361</b>	<b>5,796,434</b>	<b>8,564,089</b>
<b>MPSERS Net Pension Liability (Retirement)</b>						
	(29,761,286)	(30,651,495)	(33,265,514)	(34,970,724)	(35,470,724)	(35,970,724)
<b>MPSERS Net OPEB Liability (Health-Care Ret)</b>						
	(11,458,191)	(11,018,223)	(10,270,202)	(9,025,711)	(8,025,711)	(7,025,711)
<b>Total Unrestricted Net Position</b>	<b>(35,462,179)</b>	<b>(31,121,937)</b>	<b>(34,650,027)</b>	<b>(33,523,074)</b>	<b>(37,700,001)</b>	<b>(34,432,346)</b>



\*Projected

**RENOVATION PROJECTS**

<b>Fund</b>	<b>Cost Center</b>	<b>Number</b>	<b>Description</b>	<b>Budget Request</b>
01	7200	5.379.000	Wire Mesh Partition for Founders Hall Basement Mechanical Room	\$ 3,500
<b>TOTAL GENERAL FUND RENOVATION</b>				<b>\$ 3,500</b>



**REQUESTED CAPITAL OUTLAY**

<b>Fund</b>	<b>Cost Center</b>	<b>Number</b>	<b>Description</b>	<b>2022-2023 Requests</b>
01	7200	5.870.000	Billy Goat Debris Collector (attachment for truck)	5,000
01	7200	5.870.000	Work bench for Whitman Center	600
01	7200	5.870.000	New Tailgate Salt Spreader (for dump truck)	8,200
01	7200	5.870.000	Ferris Zero-Turn Mower (with leaf collector attachments)	17,650
01	7300	5.870.000	Karcher Chariot Scrubber - 20"	8,202
01	7300	5.870.000	Advance Extractor - 16"	3,760
01	7300	5.870.000	New Curtains for Commencement	4,005
01	6220	5.860.000	Paper Shredder	1,500
01	6315	5.860.000	Tabletop Folder for Copy Center	2,400
01	7500	5.870.000	First Responder Radio	3,000
<b>TOTAL ADMINISTRATION CAPITAL OUTLAY</b>				<b>54,317</b>
01	1300	5.810.000	Disc & Drum ABS Brake Trainer + Faults	13,411
01	1300	5.810.000	Level 2 EV Charger	13,500
01	1300	5.810.000	Level 2 Wall Charge for Lab x 1	1,100
01	1300	5.810.000	Tinus Olsen Upgrade	17,000
01	1300	5.810.000	Rockwell Hardness Tester	7,500
01	1300	5.810.000	PH10 Probe for CMM Machine with Conroller	8,500
01	1300	5.810.000	Robotic Welder	20,220
01	1160	5.810.000	Little Anne QCPR manikins (4-pack)	1,100
01	1160	5.810.000	SkillGuide with Extension Cable (x 4)	350
01	1160	5.810.000	Laerdal Carry Case for Little Anne QCPR 4 pack	950
01	1160	5.810.000	Laerdal Medical Baby Anne Infant Manikin (4 pack)	750
01	1110	5.810.000	Music Stand Lights	1,000
01	1110	5.810.000	Projector to Enlarge Work	470
01	1110	5.810.000	Rack-It I with 40 Shelves 30" X 46" shelves	2,500
01	1110	5.810.000	Multimedia Reporting for Agora	30
01	1110	5.810.000	Multimedia Reporting for Agora	1,400
01	1110	5.810.000	Multimedia Reporting for Agora	100
01	1110	5.810.000	Multimedia Reporting for Agora	300
01	1130	5.810.000	Manikin for Criminalistics	2,000
01	1150	5.810.000	Vascular Arm Model (Ward)	850
01	1150	5.810.000	Ligamented Pelvis Model (Denoyer-Geppert)	349
01	1150	5.810.000	Comprehensive Eye Model - 5 (Ward)	1,825
01	1150	5.810.000	Brain Model (Ward)	395
01	1150	5.810.000	Heart of America Model - 2 (Denoyer-Geppert)	1,000
01	1150	5.810.000	Skin Model - 4 (Somso)	3,400
<b>TOTAL INSTRUCTION CAPITAL OUTLAY</b>				<b>100,000</b>
<b>GRAND TOTAL CAPITAL OUTLAY</b>				<b>154,317</b>

**RETIREMENT DESIGNATED FUND**

The College’s Retirement Designated Fund is used to record and report the MPSERS UAAL (Unfunded Actuarial Accrued Liability) Rate Stabilization and the College’s proportional share of the MPSERS net pension liability. In addition, the fund is used to record and report the College’s net liability for other postemployment benefits (OPEB). For MPSERS members, the only OPEB is retiree healthcare.

**RETIREMENT DESIGNATED FUND**

	ACTUAL	BUDGET	BUDGET
	2020-2021	2021-2022	2022-2023
Revenue:			
UAAL Rate Stabilization	\$ 1,606,464	\$ 1,400,000	\$ 1,600,000
	\$ 1,606,464	\$ 1,400,000	\$ 1,600,000
Instruction	1,051,528	1,005,510	521,835
Information Technology	116,717	119,810	61,890
Public Services	19,379	18,900	8,600
Instructional Support	178,252	274,800	138,945
Student Services	204,729	218,550	121,770
Institutional Administration	230,124	251,830	135,825
Physical Plant	266,454	210,600	111,135
Expense	\$ 2,067,183	\$ 2,100,000	\$ 1,100,000
Revenue Greater / (Less)			
Than Expenses	\$ (460,719)	\$ (700,000)	\$ 500,000
Transfer from General Fund	-	-	-
Transfer to Unexpended Fund	-	-	-
Total Transfers In/(Out)	\$ -	\$ -	\$ -
Revenue Greater / (Less)			
Than Expenses & Transfers	\$ (460,719)	\$ (700,000)	\$ 500,000
Beginning Net Position	(43,535,716)	(43,996,435)	(44,696,435)
Ending Net Position	\$ (43,996,435)	\$ (44,696,435)	\$ (44,196,435)

## DESIGNATED FUND

As defined by the state’s Manual for Uniform Financial Reporting for Michigan Public Community Colleges, “The Designated Fund is to be used to account for transactions of funds restricted as to operating use by the Board of Trustees or the administration. The source of such funds could be virtually any unrestricted revenue that the Board or administration earmarks for a specific operating purpose.”

The College’s Designated Fund is used to record and report the cost of campus technology equipment and software.

### **DESIGNATED FUND Institutional Technology Fund Budget**

	Actual	Projected	Budget
	2020-21	2021-22	2022-23
Revenue:			
Student Fees	\$ 1,198,173	\$ 1,225,000	\$ 1,185,974
Insurance Proceeds	-	-	-
	\$ 1,198,173	\$ 1,225,000	\$ 1,185,974
Instruction	93,644	140,000	137,061
Information Technology	653,860	550,000	745,663
Public Services	3,778	4,000	4,358
Instructional Support	116,683	118,000	123,496
Student Services	46,543	92,000	88,546
Institutional Administration	47,724	44,000	51,175
Physical Plant	19,503	20,000	35,675
Expense	\$ 981,735	\$ 968,000	\$ 1,185,974
Revenue Greater (Less Than) Expense	\$ 216,438	\$ 257,000	\$ -
Transfer to (from) General Fund	-	(500,000)	-
Revenue Greater / (Less) Than Expenses & Transfers	\$ 216,438	\$ 757,000	\$ -
Beginning Net Position	545,605	762,043	1,519,043
Ending Net Position	\$ 762,043	\$ 1,519,043	\$ 1,519,043

**PROPOSED EXPENSES – Software and Hardware**

<b>Cost Center</b>	<b>Account</b>	<b>Item Detail</b>	<b>2022-2023 Budget Request</b>
1110	5810000 Capital Outlay	Agora Computers	\$ 27,000
1110	5810000 Capital Outlay - Instructional	Redrock Software Corp (Tutor Track Support)	\$ 1,000
1210	5563000 Licenses & Permits	MSDN-Azure Developer Tools/Dreamspark Membership, VM	\$ 2,000
1210	5563000 Licenses & Permits	AppleCare Service Contract for MAC Computer lab	\$ 4,000
1210	5810000 Capital Outlay - Instructional	21 Computers/ Monitors for F109 Classroom Lab	\$ 28,000
1300	5275000 Software Support	RSMeans Online Complete Library (Student Version)	\$ 2,200
1300	5275000 Software Support	SketchUp Pro	\$ 300
1300	5275000 Software Support	Allen-Bradley Rockwell Automation Software	\$ 2,140
1300	5275000 Software Support	Automation Studio Software	\$ 6,958
1300	5275000 Software Support	CATIA V5	\$ 3,070
1300	5275000 Software Support	FANUC RoboGuide Simulation Software	\$ 1,000
1300	5275000 Software Support	ALLDATA Repair (Education & Library Edition)	\$ 975
1300	5275000 Software Support	Mitchell Online	\$ 1,099
1300	5275000 Software Support	Snap-On Verus Scan Tool Software Update	\$ 982
1300	5275000 Software Support	LabVIEW	\$ 1,650
1300	5275000 Software Support	Multisim	\$ 1,320
1300	5275000 Software Support	SOLIDWORKS	\$ 3,000
1300	5275000 Software Support	Mastercam	\$ 1,560
1300	5275000 Software Support	LanSchool	\$ 375
1300	5275000 Software Support	Powerdyne Software	\$ 500
1300	5810000 Capital Outlay	(4) High-Res Laser Data Projectors: Epson PowerLite L400U	\$ 10,000
1300	5810000 Capital Outlay	(24) New Computers for T-154	\$ 24,000
1300	5810000 Capital Outlay	(4) Additional New Laptops	\$ 6,000
1410	5275000 Software Support	Lexicomp Annual License	\$ 3,932
1410	5275000 Software Support	ExamSoft Support Package	\$ 1,500
1410	5275000 Software Support	SignUp Genius	\$ 270
1420	5275000 Software Support	Lexicomp Annual License	\$ 655
1440	5275000 Software Support	Lexicomp License	\$ 1,375
1440	5275000 Software Support	PEP course for faculty (CoARC requirement)	\$ 200
2510	5218000 Contracted Services	Ellucian Contracted Services	\$ 20,000
2510	5275000 Software Support	Colleague Software Support	\$ 288,002
2510	5275000 Software Support	Entrisik Informer Support	\$ 3,580
2510	5275000 Software Support	Perfectforms Support	\$ 780
2510	5275000 Software Support	Perceptive Content (aka ImageNow) Support	\$ 10,607
2510	5519000 Training	Ellucian On-Demand Subscription Library	\$ 1,000
2520	5231000 M&R Other	Monitors and Printers	\$ 6,000
2520	5231000 M&R Other	Sound Systems, Classroom Equipment, Media Players	\$ 10,000
2520	5231000 M&R Other	Network Switch Annual Maintenance Agreement	\$ 9,500
2520	5231000 M&R Other	UPS Service and Supprt Contract	\$ 14,100
2520	5231000 M&R Other	Email Spam and Security	\$ 16,000
2520	5275000 Software Support	Computer and Network Security Software Support	\$ 28,000
2520	5275000 Software Support	Wireless Management Software Support	\$ 29,500
2520	5275000 Software Support	Microsoft Campus Agreement	\$ 65,000
2520	5275000 Software Support	Vmware Vsphere Enterprise Plus and View Software Support	\$ 5,000
2520	5275000 Software Support	GlobalSign Certificate Software Support	\$ 2,500
2520	5275000 Software Support	SchoolDude IT	\$ 3,950
2520	5275000 Software Support	Adobe Creative Cloud Suite	\$ 22,360
2520	5275000 Software Support	Stratodesk Software Renewal	\$ 1,200

*Designated Fund Proposed Expenses continued on next page.*

Cost Center	Account	Item Detail	2022-2023 Budget Request
2520	5350000 Supplies - Micro	Computer Supplies, Parts, and Misc Replacement Items	\$ 15,000
2520	5353000 General Supplies	Cleaner, Lamps, Batteries, Cords, Tape, and Other	\$ 11,500
2520	5519000 Training	Technical Training	\$ 7,500
2520	5541000 Telecommunications	Main Campus Internet	\$ 13,680
2520	5541000 Telecommunications	Whitman Center Point-to-Point	\$ 16,800
2520	5541000 Telecommunications	2nd Internet Connection 1GB to Main Campus	\$ 19,155
2520	5541000 Telecommunications	IP Addressing Fees	\$ 1,000
2520	5700000 Contingencies	Contingency	\$ 42,949
2520	5820000 Capital Outlay Technology	VDI Servers	\$ 49,000
2520	5820000 Capital Outlay Technology	Network Security	\$ 30,000
2520	5820000 Capital Outlay Technology	VDI End Point Devices	\$ 2,000
3240	5275000 Software Support	EMS Annual Renewal	\$ 4,358
4100	5275000 Software Support	ILS OCLC World Share + Hosted Content DM	\$ 43,487
4100	5275000 Software Support	OCLC Hosted Ezproxy	\$ 3,374
4100	5275000 Software Support	Springshare LibGuides	\$ 3,137
4100	5275000 Software Support	TRAFSYS	\$ 360
4100	5275000 Software Support	RDA Toolkit ALA (American Library Association)	\$ 195
4100	5275000 Software Support	ChatStaff After Hours Reference Staffing	\$ 1,550
4100	5275000 Software Support	LibraryHelp3 Chat Software	\$ 315
4100	5275000 Software Support	Tech Smith Maintenance Agreement for Camtasia	\$ 169
4310	5275000 Software Support	CMS license	\$ 50,663
4310	5275000 Software Support	Respondus Lockdown Browser and Respondus Monitor	\$ 7,450
4310	5275000 Software Support	Plagiarism Detection	\$ 3,000
4310	5275000 Software Support	Watermark (was Evaluation Kit)	\$ 6,496
4310	5275000 Software Support	Zoom Licenses	\$ 3,000
4310	5275000 Software Support	Kahoot/Poll Anywhere (replaces "Clickers")	\$ 300
5410	5275000 Software Support	FA-LINK	\$ 8,700
5410	5275000 Software Support	Academic Works	\$ 5,646
5420	5850000 Capital Outlay - Student Serv.	Central College Network Software	\$ 1,700
5720	5275000 Software Support	Target X Text Messages	\$ 2,500
5720	5850000 Capital Outlay - Student Serv.	Target X	\$ 50,000
5720	5850000 Capital Outlay - Student Serv.	Axiom	\$ 10,000
5720	5850000 Capital Outlay - Student Serv.	Salesforce.com with additional licenses	\$ 10,000
6200	5860000 Capital Outlay - Admin.	Printer	\$ 1,000
6220	5860000 Capital Outlay - Admin.	(2) Computers - Cashier's Office	\$ 2,000
6240	5275000 Software Support	NeoGov Applicant Tracking System Maintenance Fee	\$ 8,600
6260	5860000 Capital Outlay - Admin.	SurveyMonkey	\$ 300
6260	5860000 Capital Outlay - Admin.	SPSS	\$ 600
6300	5860000 Capital Outlay - Admin.	Digital Signage - Campus Video Kiosks/Software	\$ 3,000
6330	5275000 Software Support	Colleague Core Activities and Events Module	\$ 9,465
6330	5275000 Software Support	Colleague Fundraising Module	\$ 13,563
6330	5275000 Software Support	AcademicWorks Scholarship Software	\$ 5,647
6330	5275000 Software Support	Stelter Web Planned Giving Module	\$ 3,000
6330	5275000 Software Support	Peer-to-Peer Fundraising Module	\$ 4,000
7100	5275000 Software Support	Idea Spectrum: Landscaping Design Software Package	\$ 400
7100	5275000 Software Support	SchoolDude   Inventory Direct Annual Renewal	\$ 10,675
7500	5275000 Software Support	Blackboard Connect	\$ 4,600
7500	5275000 Software Support	Access Control & Camera Configuration and Support	\$ 20,000
<b>2022-2023 DESIGNATED FUND GRAND TOTAL EXPENDITURES</b>			<b>\$ 1,185,974</b>

## **AUXILIARY ACTIVITIES FUND**

The Auxiliary Activities Fund is used to account for transactions of those activities that deliver a product or perform a service to students, community, or staff and are essential elements in support of the educational program. These activities are revenue producing and, ideally, should be self-supporting. Auxiliary Activities revenues are derived from the sale of products or services performed which are directly related, but not necessarily equal, to the cost of the products or service.

The College has three activity categories that are reported in the Auxiliary Activities Fund:

- Campus Store
- Food Service
- Campus and Community Events

The following technology purchases are recommended for the Auxiliary Activities Fund:

<b>Auxiliary Activities Fund</b>				
<b>Fund</b>	<b>Cost Center</b>	<b>Number</b>	<b>Description</b>	<b>2022-2023 Budget Request</b>
31	5520	5275000	Booklog Maintenance	\$ 7,740
31	5520	5275000	Timber	\$ 1,925
<b>CAMPUS STORE - TECHNOLOGY SOFTWARE TOTAL</b>				<b>\$ 9,665</b>

**AUXILIARY ACTIVITIES FUND**

	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 PROJECTED	2022-2023 PROPOSED
<b>CAMPUS STORE</b>				
Revenue	967,787	874,810	125,000	180,400
Expense	938,685	895,454	160,000	265,242
Profit - Loss	\$ 29,102	\$ (20,645)	\$ (35,000)	\$ (84,842)
Transfers In / (Out)	-	-	15,000	15,000
Beginning Fund Balance	1,334,335	1,363,437	1,342,792	1,322,792
Ending Fund balance	\$ 1,363,437	\$ 1,342,792	\$ 1,322,792	\$ 1,252,950
<b>FOOD SERVICE</b>				
Revenue	24,932	4,109	16,000	20,100
Expense	74,511	5,312	5,000	5,000
Profit - Loss	\$ (49,579)	\$ (1,203)	\$ 11,000	\$ 15,100
Transfers In / (Out)	(2,500)	19,000	(15,000)	(15,000)
Beginning Fund Balance	148,837	96,758	114,556	110,556
Ending Fund balance	\$ 96,758	\$ 114,556	\$ 110,556	\$ 110,656
<b>CAMPUS &amp; COMMUNITY EVENTS</b>				
Revenue	83,399	14,997	40,000	111,100
Expense	73,791	2,679	60,000	111,100
Profit - Loss	\$ 9,609	\$ 12,318	\$ (20,000)	\$ -
Transfers In / (Out)	-	-	-	-
Beginning Fund Balance	47,280	56,888	69,207	49,207
Ending Fund balance	\$ 56,888	\$ 69,207	\$ 49,207	\$ 49,207
<b>COMBINED AUXILIARY ACTIVITIES</b>				
Revenue	1,076,118	893,916	181,000	311,600
Expense	1,086,987	903,445	225,000	381,342
Profit - Loss	\$ (10,869)	\$ (9,529)	\$ (44,000)	\$ (69,742)
Transfers In / (Out)	(2,500)	19,000	-	-
Beginning Fund Balance	1,530,452	1,517,083	1,526,554	1,482,554
Ending Fund Balance	\$ 1,517,083	\$ 1,526,554	\$ 1,482,554	\$ 1,412,812

## RESTRICTED FUND

The Restricted Fund is used to account for transactions resulting from revenue received by the College from outside donors or agencies, in which the College does not have absolute control over the expenses. Such revenues may be in the form of gifts or grants. Because the donor or agency has specified the purpose for which these monies may be expended, any such transactions are classified as restricted.

The College's restricted gifts and grants are used for primarily two types of activities: those used for financial aid for students and those used for new or special programs and equipment purchases. The major sources of revenues are federal and state grants and gifts and scholarships from private donors.

### GRANT DESCRIPTIONS

#### Federal:

- **PELL, SEOG, CWS** - *To provide financial assistance to qualified students*
- **Vocational Education** - *To provide support for vocational programs*
- **Upward Bound** - *To provide support to participants in their preparation for college entrance*
- **NSF** - *To provide support to designated science programs and increase qualified workers in their respective field*
- **COPS Technology and Equipment Program (TEP)** - *To develop and acquire effective equipment technologies, and interoperable communications that assist in responding to and preventing crime.*
- **HEERF I, II, III** - *To provide higher education emergency relief in response to the COVID-19 Pandemic*

#### State:

- **Motorcycle Safety** - *To provide instruction for motorcycle safety*
- **Training Grants** - *To provide training opportunities for area businesses employees*
  - ✓ **MNJTP Grant – Roush Industries**
  - ✓ **MNJTP Grant – EOI Pioneer**

#### Other:

- **Closing the Skills Gap** - *To provide training and apprenticeship opportunities in new industry sectors and occupations*
- **Foundation Scholarships** - *Distribution from The Foundation for student scholarships*
- **Private Grants and Gifts** – *Foundation grants or gifts given to support programs other than student scholarships*



**RESTRICTED FUND**

**Four-Year Comparison Summary**

	2019-2020	2020-2021	2021-2022	2022-2023
	ACTUAL	BUDGETED	BUDGETED	PROPOSED
<b>Revenues:</b>				
Tuition and Fees Net Allow	\$ (1,871,881)	\$ (1,454,552)	\$ (2,380,735)	(1,725,000)
Federal Grants	3,976,327	3,906,484	11,616,157	4,615,767
State Grants	81,083	225,861	271,767	416,200
Bookstore Allowance	(253,787)	(251,000)	(311,000)	(247,072)
Private Gifts and Indirect Costs	362,479	578,376	537,271	559,524
<b>Total</b>	<b>\$ 2,294,220</b>	<b>\$ 3,005,169</b>	<b>\$ 9,733,460</b>	<b>\$ 3,619,419</b>
<b>Expenses:</b>				
Instruction	\$ 197,526	\$ 256,427	\$ 199,910	\$ 200,000
Information Technology	-	-	-	-
Public Service	24,695	168,318	75,000	75,000
Instructional Support	142,049	223,617	359,100	400,000
Student Services	1,842,730	1,962,156	4,536,610	2,000,000
Institutional Administration	446,140	425,000	4,560,169	939,419
Physical Plant	733	2,000	5,000	5,000
<b>Total</b>	<b>\$ 2,653,874</b>	<b>\$ 3,037,518</b>	<b>\$ 9,735,789</b>	<b>\$ 3,619,419</b>
<b>Transfers In:</b>				
General Fund	\$ -	\$ -	\$ -	-
Auxiliary Activities Fund	2,500	-	-	-
<b>Total</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Increase (Decrease)</b>	<b>\$ (357,154)</b>	<b>\$ (32,349)</b>	<b>\$ (2,329)</b>	<b>\$ -</b>

## UNEXPENDED PLANT FUND

The Unexpended Plant Fund is used to account for the revenues, expenses, and transfers associated with the HVAC project. Once the long-term debt is retired, the fund may be closed out. The value of the HVAC project has already been transferred to the Physical Properties Fund.

The revenues, expenses, and transfers for the HVAC project are recorded in this fund. The project began during the 2015-2016 fiscal year. Substantial completion was signed on May 22, 2018.

### UNEXPENDED PLANT FUND - HVAC

Project:	HVAC Actual 2020-2021	HVAC Projected 2021-2022	HVAC Budget 2022-2023
Funding:			
Earnings	-	-	-
Gifts	-	-	-
Total Funding	\$ -	\$ -	\$ -
Expenses:			
Interest Expense	443,016	407,471	370,653
Construction	-	-	-
Consulting/Engineering	-	-	-
Capital Outlay	-	-	-
Total Expenses	\$ 443,016	\$ 407,471	\$ 370,653
Revenues-Expenses	\$ (443,016)	\$ (407,471)	\$ (370,653)
Transfer from General Fund	2,000,000	1,500,000	1,000,000
Transfer to 80 Fund	-	-	-
Net Increase/(Decrease)	\$ 1,556,984	\$ 1,092,529	\$ 629,347
Beginning Net Position	\$ (11,995,732)	\$ (10,438,747)	\$ (9,346,218)
Ending Net Position	<u>\$ (10,438,747)</u>	<u>\$ (9,346,218)</u>	<u>\$ (8,716,871)</u>

**HVAC (Heating, Ventilation, and Air Conditioning) PROJECT**

On December 30, 2015, the College borrowed \$16,151,962 to pay for the HVAC project. The borrowed funds were held in an escrow account (Acquisition Fund) and were disbursed as work was completed on the acquisition and installation of the improvements. The project was completed on May 22, 2018. The total cost of the project was \$16,279,814. The following table summarizes the repayment schedule.

**Payment Schedule**

FY	Payment Date	Principal Component	Interest Component	Total Payment	Outstanding Balance	Prepayment Price	Prepayment Penalty	Fiscal Year Total Payment
2015-16	3/30/2016		143,348.66	143,348.66	16,151,962.00	N/A	N/A	143,348.66
2016-17	9/30/2016		286,697.33	286,697.33	16,151,962.00	N/A	N/A	
	3/30/2017	431,361.94	286,697.33	718,059.27	15,720,600.06	N/A	N/A	1,004,756.60
2017-18	9/30/2017	439,013.46	279,045.80	718,059.26	15,281,586.60	N/A	N/A	
	3/30/2018	446,800.73	271,258.53	718,059.26	14,834,785.87	N/A	N/A	1,436,118.52
2018-19	9/30/2018	454,726.17	263,333.08	718,059.25	14,380,059.70	N/A	N/A	
	3/30/2019	462,792.21	255,267.04	718,059.25	13,917,267.49	N/A	N/A	1,436,118.50
2019-20	9/30/2019	471,001.37	247,057.89	718,059.26	13,446,266.12	N/A	N/A	
	3/30/2020	479,356.17	238,703.10	718,059.27	12,966,909.95	N/A	N/A	1,436,118.53
2020-21	9/30/2020	487,859.19	230,200.07	718,059.26	12,479,050.76	N/A	N/A	
	3/30/2021	496,513.07	221,546.18	718,059.25	11,982,537.69	12,222,188.44	239,650.75	1,436,118.51
2021-22	9/30/2021	505,320.50	212,738.75	718,059.25	11,477,217.19	11,706,761.54	229,544.35	
	3/30/2022	514,284.19	203,775.07	718,059.26	10,962,933.00	11,182,191.66	219,258.66	1,436,118.51
2022-23	9/30/2022	523,406.91	194,652.35	718,059.26	10,439,526.09	10,648,316.61	208,790.52	
	3/30/2023	532,691.48	185,367.77	718,059.25	9,906,894.61	10,104,971.30	198,076.69	1,436,118.51
2023-24	9/30/2023	542,140.80	175,918.46	718,059.26	9,364,693.81	9,551,987.69	187,293.88	
	3/30/2024	551,757.75	166,301.51	718,059.26	8,812,936.06	8,989,194.78	176,258.72	1,436,118.52
2024-25	9/30/2024	561,545.34	156,513.92	718,059.26	8,251,390.72	8,416,418.54	165,027.82	
	3/30/2025	571,506.59	146,552.68	718,059.27	7,679,884.13	7,833,481.81	153,597.68	1,436,118.53
2025-26	9/30/2025	581,644.57	136,414.69	718,059.26	7,098,239.56	7,240,204.35	141,964.79	
	3/30/2026	591,962.42	126,096.84	718,059.26	6,506,277.14	6,571,339.91	65,062.77	1,436,118.52
2026-27	9/30/2026	602,463.34	115,595.92	718,059.26	5,903,813.80	5,962,851.94	59,038.14	
	3/30/2027	613,150.58	104,908.69	718,059.27	5,290,663.22	5,343,619.85	52,956.63	1,436,118.53
2027-28	9/30/2027	624,027.44	94,031.83	718,059.27	4,666,635.78	4,713,302.14	46,666.36	
	3/30/2028	635,097.28	82,961.98	718,059.26	4,031,538.50	4,071,853.88	40,315.38	1,436,118.53
2028-29	9/30/2028	646,363.53	71,695.73	718,059.26	3,385,174.97	3,419,026.72	33,851.75	
	3/30/2029	657,829.68	60,229.58	718,059.26	2,727,345.29	2,754,618.74	27,273.45	1,436,118.52
2029-30	9/30/2029	669,499.27	48,559.98	718,059.25	2,057,846.02	2,078,424.48	20,578.46	
	3/30/1930	681,375.92	36,683.35	718,059.27	1,376,470.10	1,390,234.81	13,764.71	1,436,118.52
2030-31	9/30/1930	693,463.29	24,595.96	718,059.25	683,006.81	689,836.88	6,830.07	
	3/30/1931	338,457.29	12,294.12	350,751.41	344,549.52	347,995.02	3,445.50	1,068,810.66
2031-32	9/30/1931	344,549.52	6,201.89	350,751.41	-	-	-	350,751.41
<b>TOTAL</b>		<b>16,151,962.00</b>	<b>5,085,246.08</b>	<b>21,237,208.08</b>				<b>21,237,208.08</b>

## **MAINTENANCE AND REPLACEMENT FUND**

The Maintenance and Replacement Fund is used to account for major repairs and maintenance of College facilities.

At Monroe County Community College, the objective of this fund is to set aside and account for funds that will be necessary to meet the expenses of major plant maintenance and replacements as well as to provide a contingency to help assist in meeting certain physical plant emergencies that may arise. This fund may also be used as a source for inter-fund borrowing, as well as direct funding to other funds such as the Unexpended Plant Fund through Board approved transfers.

Other than some interest earned from its fund balance and a minor endowment distribution, the fund does not generate revenue. Since the establishment of the Maintenance and Replacement Fund in the 1980-1981 fiscal year, its primary source of funding has been transfers from the College's General Fund.

The table below lists the projects planned for FY 2022-2023.

### **2022-2023 Projects**

	<b>Project</b>	<b>2022-23 Budget</b>
80-7600-5.250.400	Founders Hall Roof Repair	200,000.00
80-7600-5.250.450	Sidewalks	42,130.00
80-7600-5.250.621	HVAC Front End Controls	95,000.00
80-7600-5.250.764	CTC Auto Lab Floor Rehab	20,600.00
80-7600-5.250.500	Trees	10,500.00
80-7600-5.250.125	CLRC Sewage Pumps & Controllers	12,000.00
80-7600-5.525.004	Landscaping	26,500.00
80-7600-5.250.115	Auto Lab Detection System	5,750.00
80-7600-5.250.763	Land Purchase - Whitman	8,500.00
80-7600-5.700.000	Contingency	80,000.00
	<b>TOTAL EXPENSES</b>	<b>500,980.00</b>

**MAINTENANCE AND REPLACEMENT FUND**

	Actual	Projected	Budget
	2020-2021	2021-2022	2022-2023
<b>Revenue</b>			
Interest	\$ -	\$ -	\$ -
Pledge Payments/Donations	\$ 7,000	\$ 50,000	\$ 55,000
Insurance Proceeds	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 7,000</b>	<b>\$ 50,000</b>	<b>\$ 55,000</b>
<b>Expenses</b>	<b>\$ 251,251</b>	<b>\$ 298,423</b>	<b>\$ 500,980</b>
Revenues over/(under) expense	\$ (244,251)	\$ (248,423)	\$ (445,980)
Transfer from General Fund	\$ -	\$ 500,000	\$ -
Transfer from Technology Fund			
Transfer from Auxiliary Fund			
Transfer from Endowment Fund	\$ 14,928	\$ 14,850	\$ 15,000
Transfer from 71 Fund			
Transfer to General Fund	\$ -		\$ -
<b>Total Transfers In/(Out)</b>	<b>\$ 14,928</b>	<b>\$ 514,850</b>	<b>\$ 15,000</b>
Net Increase / (Decrease)	\$ (229,324)	\$ 266,427	\$ (430,980)
Beginning Net Position	\$ 1,833,471	\$ 1,604,147	\$ 1,870,574
Ending Net Position	<b>\$ 1,604,147</b>	<b>\$ 1,870,574</b>	<b>\$ 1,439,594</b>

## MILLAGE MAINTENANCE AND IMPROVEMENT FUND

The Millage Maintenance and Improvement Fund is used to account for maintenance and improvement projects funded through the 5-Year Maintenance and Improvement Millage.

The objective of this fund is to account for revenue received from the 5-year .85 mill property tax levy approved by the Monroe County voters on November 8, 2016 and renewed on November 3, 2020, and the expenses for the maintenance and improvement projects planned.

The projects proposed for FY 2022-2023 are listed below for a total cost of \$2,170,000.

### MILLAGE MAINTENANCE AND REPLACEMENT FUND

	Actual 2020-2021	Projected 2021-2022	Budget 2022-2023
<b>Revenue:</b>			
Property Tax Revenue	\$ 5,399,298	\$ 5,539,620	\$ 5,757,568
Pledge Payments/Donations	\$ 146,559	\$ 54,747	\$ 50,000
Earnings/Incentives	\$ 17,605	\$ 1,328	\$ 1,200
<b>Total Revenue</b>	<b>\$ 5,563,461</b>	<b>\$ 5,595,695</b>	<b>\$ 5,808,768</b>
<b>Expenses:</b>			
Allowance	\$ 2,717	\$ 2,500	\$ 2,500
Legal Services	\$ 12,059	\$ 10,000	\$ 7,500
<b>Life Science Building</b>			
Façade Improvements	\$ 3,621	\$ -	\$ -
Student Collaborative Space	\$ -	\$ -	\$ -
Classroom Renovations	\$ 2,482,969	\$ 2,372	\$ -
Domestic Water Pipe Lining	\$ 397,690	\$ -	\$ -
<b>Administration Building</b>			
Roof Restoration			\$ -
Diversity Center	\$ 21,205	\$ 387,446	\$ -
Safety Services Renovation	\$ 33,288	\$ -	
Human Resources Relocation	\$ -	\$ 110,521	\$ -
Institution Research/Data Processing Office			\$ 20,000
<b>Campus Technology</b>			
Campus Technology Consultant	\$ 10,018	\$ -	
Phone System Hardware	\$ 74,881	\$ 113	
Cellular DAS Solution	\$ 509,370	\$ 46,878	\$ 84,000

*Continued on next page.*

**Millage Maintenance & Replacement**

	Actual	Projected	Budget
	2020-2021	2021-2022	2022-2023
Campus Air Blown Fiber Installation	\$ 306,711	\$ 13,536	
Campus Fire Panel Connection		\$ 39,146	\$ 38,000
Wireless Network Infrastructure Upgrades	\$ -	\$ 22,623	\$ 120,000
Campus IT Support Rooms Architect/Engineering	\$ 4,424	\$ -	
Campus IT Support Rooms Construction	\$ 57,412	\$ 6,820	
Emergency Generators Engineering Services	\$ 3,196	\$ -	
Emergency Generators Construction	\$ 147,037	\$ 6,974	
Campus Security & Access Control	\$ 1,374,620	\$ 15,803	\$ 161,000
Campus-Wide Lockset	\$ 99,130	\$ 1,125	
Campus Renovations			
Single-user Restrooms	\$ 10,863	\$ 102,446	\$ -
Campus Signage	\$ 9,223	\$ 53,958	\$ 70,000
Campus Clean-up & Restoration	\$ 1,470	\$ 5,881	
Campus Pavilion Architect/Engineering		\$ 9,919	
Campus Wayfinding		\$ 60,925	\$ 61,000
Parking Lots			
Parking Lots 4 - 6	\$ 694,310	\$ 11,412	
Parking Lots 3 & 7		\$ 14,900	\$ 340,000
Physical Plant (Maintenance)			
Maintenance Garage/Salt Storage	\$ 10,206	\$ 1,148	\$ -
Butler Building & Garage Demolition	\$ 10,000	\$ -	
Physical Plant Building Renovation	\$ 48,454	\$ 84,547	\$ -
Campbell Learning Resources Center			
Renovation Architectural/Engineering Services	\$ 419,195	\$ 232,963	\$ 56,000
Building Renovation	\$ 4,187	\$ 8,502,038	\$ 610,000
Health Education Building			
Renovation Architectural/Engineering Services			\$ 400,000
Whitman Center			
Roof Restoration	\$ 159,770	\$ -	
Paint Entrance Canopy and Tower	\$ 7,076	\$ -	
Renovation Architectural/Engineering Services			\$ 200,000
<b>Total Expenses</b>	<b>\$ 6,915,098</b>	<b>\$ 9,745,994</b>	<b>\$ 2,170,000</b>
Revenues over/(under) expense	\$ (1,351,637)	\$ (4,150,298)	\$ 3,638,768
Transfer to 72 Fund	\$ (1,098,831)	\$ -	\$ -
Transfer from 72 Fund	\$ -	\$ -	\$ -
Net Increase /(Decrease)	\$ (2,450,468)	\$ (4,150,298)	\$ 3,638,768
Beginning Net Position	\$ 6,098,732	\$ 3,648,264	\$ (502,034)
Ending Net Position	\$ 3,648,264	\$ (502,034)	\$ 3,136,734

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## **5-Year Maintenance and Improvement Millage**

### ***Protecting Our College***

On November 8, 2016, Monroe County voters approved a .85 mill property tax levy for a period of 5 years (2016-2020). On November 3, 2020, the Monroe County voters approved a zero-increase renewal of the Maintenance and Improvement Millage for an additional 5 years (2021-2025). The money is being used for critical maintenance and improvement projects, protecting the community's more than 50-year investment in the College's buildings and infrastructure.

#### **The funds are being used for:**

- **Safety:** Enhance and improve safety and security across campus, including a door key card system, emergency lighting, security cameras and fire sprinkler systems.
- **Accessibility:** Bring facilities up to standards for people with disabilities, including the Learning Assistance Lab, accessible restrooms, proper elevator access and door hardware.
- **Technology:** Upgrade technology network infrastructure, including updates to classrooms and the fiber optic network.
- **Updating the Learning Environment:** Renovate specific areas to maintain and improve the academic environment. These include the Library and various classrooms.
- **Deferred Maintenance:** Ensure and maintain the quality of campus-wide facilities through roof repairs and replacement of doors, windows, roofs and other outdated items.



## OTHER FUNDS

Three fund budgets are presented here. The three funds are the Student Loan Fund, the Endowment Fund, and the Physical Properties Fund.

### Student Loan Fund

The Student Loan Fund is used to account for loans made to students to assist them in meeting various college expenses. This includes both restricted and unrestricted student loans. Restricted loans are those given by a donor with the restriction that they may only be used as loan funds, with the College accepting the money for that purpose. Unrestricted loans are generally monies designated by Board or administrative action to be used as loan funds.

#### THREE-YEAR SUMMARY

	2020-2021	2021-2022	2022-2023
	Actual	Projected	Budget
Bad Debt Recovery	\$ -	\$ 156	\$ -
Collection Fees	\$ 240	\$ 136	\$ -
Allowance Adjustment	\$ -	\$ -	\$ (2,299)
Student Aid Write Offs	\$ -	\$ -	\$ 2,299
Net Increase / (Decrease) for Year	\$ (240)	\$ 20	\$ -
Fund Balance Beginning of Year	\$ 18,497	\$ 18,257	\$ 18,277
Fund Balance End of Year	<u>\$ 18,257</u>	<u>\$ 18,277</u>	<u>\$ 18,277</u>

## Endowment Fund

The Endowment Fund is used to account for gifts of which the principal may not be expended. Such gifts may include money, securities, real estate, or other investments. The income earned from these investments may, or may not, be restricted depending on the terms of the donor.

The College reports two types of endowments in this fund: true endowments and quasi-endowments. True endowments are those in which the donor has specifically stated, as terms of the gift, that the principal must stay intact and may not be expended. Quasi-endowments are those gifts the Board or administration has designated to function as endowments.

The College manages only one true endowment, the Leo Boudinet Endowment. All other endowment gifts are managed by the College’s Foundation. Revenue earned from the Leo Boudinet Endowment is used to fund special projects in the General Fund. The Site Improvement quasi-endowment, which includes contributions from the Ewing and Heuple estates, is used for campus improvements. All revenue in this endowment that is principal-related (i.e. sale of property, payments received from note principal, stock transfer, etc.) is added to the principal. All revenue that is income related (i.e. interest, dividends, rent, etc.) is distributed to the Maintenance and Replacement Fund for site improvements. The Hurd Road property sold on July 22, 2016 with net proceeds of \$286,720.75. The Board authorized a transfer of \$24,000 on March 27, 2017 for the purchase of a Dynamometer and \$149,747 on May 23, 2022 for the purchase of 3.36 acres of property adjacent to the Whitman Center on Lewis Avenue in Temperance.

### THREE-YEAR SUMMARY

	Actual	Projected	Budget
	2020-2021	2021-2022	2022-2023
Revenue:			
Net Investments - M & R	\$ 18,233	\$ 18,233	\$ 18,232
Net Investments - Boudinet	1,670	479	450
Net Sale of Property	-	-	-
Total	\$ 19,902	\$ 18,712	\$ 18,682
Expense - M & R	\$ 3,305	\$ 3,356	\$ 3,400
Transfer to:			
Maintenance & Replacement	\$ (14,928)	\$ (14,850)	\$ (15,000)
Unexpended			
General Fund		(149,747)	
Net Increase / (Decrease)	\$ 1,670	\$ (149,242)	\$ 282
Beginning Net Position	\$ 518,998	\$ 520,668	\$ 371,426
Ending Net Position	\$ 520,668	\$ 371,426	\$ 371,708

## Physical Properties Fund

The Physical Properties Fund is used to account for the value of all land, land improvements, buildings, building improvements, and equipment owned by the College. This fund is used to capitalize and depreciate these assets.

To capitalize is to record an item as an asset on the balance sheet and to allocate the cost of the asset over its useful life to the periods it was utilized (depreciation).

The College capitalizes all major building and renovation projects, and all equipment valued at \$5,000 or more.

The equipment, buildings, etc. are first expensed in the fund that financed the purchase. In the Physical Properties Fund, the purchase is classified as an asset, reversing the original expense. Thus, the reason for the negative expense amounts listed below.

### THREE-YEAR SUMMARY

	Actual 2020-2021	Budget 2021-2022	Proposed 2022-2023
Expenses			
Reversal of capital outlay expenses:			
Instruction	\$ (33,582)	\$ (290,000)	\$ (130,131)
Technology	(160,777)	(148,200)	(174,000)
Public Service	-	-	-
Instructional Support	-	(5,000)	(5,000)
Student Services	-	-	-
Institutional Administration	(33,695)	(12,917)	-
Operation and Maintenance of Plant	(1,275,994)	(69,849)	(54,317)
Major Construction Projects	(6,540,413)	(10,661,408)	(9,000,000)
Total reversal of capital outlay expense	\$ (8,044,461)	\$ (11,187,374)	\$ (9,363,448)
Depreciation expense	2,215,778	3,000,000	3,000,000
Total Expenses	\$ (5,828,682)	\$ (8,187,374)	\$ (6,363,448)
Beginning Net Position	\$ 57,665,414	\$ 63,494,096	\$ 71,681,470
Ending Net Position	63,494,096	71,681,470	78,044,918

*Note: Major Construction Projects include: Founders Hall (72 Fund), Campbell Academic Center, and Millage Projects (81 Fund)*

# Activity Classifications

## 1000 Instruction

- 1100 – Psychology
- 1110 – Humanities
- 1120 – Early Childhood Education
- 1130 – Social Science
- 1140 – Mathematics
- 1150 – Science
- 1160 – Health/Physical Education
- 1210 – Business
- 1260 – Culinary Skills & Management
- 1300 – ASET
- 1330 – Auto Service
- 1360 – Welding
- 1410 – Nursing
- 1420 – LPN
- 1420 – LPN
- 1440 – Respiratory Therapy
- 1450 – Other Health
- 1600 – Corporate Community Services

## 2000 Technology

- 2510 – Data Processing
- 2520 – Information Services
- 2620 – Telecommunications
- 2630 – Website

## 3000 Public Service

- 3230 – Community Events
- 3240 – Rental/Business Services

## 4000 Instructional Support

- 4100 – Library Services
- 4310 – Instructional Support
- 4350 – Learning Assistance Lab
- 4400 – Educational Administration
- 4450 – Extension Center

## 5000 Student Services

- 5100 – Student Services Admin
- 5210 – Student Government
- 5220 – Student Publications
- 5230 – Student Activity
- 5240 – Cellar
- 5250 – Fitness Center
- 5300 – Counseling/Guidance
- 5310 – Disadvantaged Student Services
- 5410 – Financial Aid
- 5420 – Employment Services

## 5000 Student Services

- 5430 – Student Aid
- 5720 – Admissions
- 5730 – Registrar/Records
- 5740 – Advertising

## 6000 Institutional Administration

- 6110 – Board of Trustees
- 6120 – President's Office
- 6130 – Audit/Legal
- 6200 – Business Office
- 6210 – General Institution
- 6220 – Purchasing
- 6240 – Human Resources
- 6250 – Staff Development
- 6260 – HLC/Planning
- 6300 – Institutional Advancement
- 6310 – Graphic Arts
- 6315 – Copy Center
- 6320 – Alumni Relations
- 6330 – Foundation

## 7000 Physical Plant

- 7100 – Plant Administration
- 7200 – Building & Grounds
- 7300 – Custodial Services
- 7400 – Energy Services
- 7500 – Campus Security
- 7550 – Fire Protection

## 8000 Transfers

- 8940 – Transfers