

## **FY10 Budget**

### **General Operating Fund, 2009-2010**

The General Operating Fund provides those resources necessary to carry out the day-to-day activities of the College. The 2009-2010 year will require close monitoring of the budget throughout the entire year. The College will focus on accomplishing the following objectives:

- 1) Provide an adequate schedule of course offerings to serve a projected annualized enrollment of approximately 2,700 enrollees (1,390 F.T.E.)
- 2) Continued the assessment process of assuring the delivery of quality instruction and student services programs.
- 3) Continue refinement of selected career programs to assure that the offerings are attuned to modern technology and graduates are job ready.
- 4) Provide more defined and focused attention to recruitment and admission and retention activities in all areas through the marketing plan.
- 5) Further increase enrollments and refine services to be delivered by the Huron Shores Campus that will meet the needs of Iosco County.
- 6) Further implement personnel realignments to continue to improve the effectiveness of the capacity to deliver education services.
- 7) Address issues raised in the Action Plan as defined through the North Central Accreditation process.
- 8) Reassess the Campus Master Plan while considering the future use of the College's full 680 acres.
- 9) Continue implementing other aspects of the College's strategic plan.

The various objectives specified have been identified with input from the Strategic Planning and Budgeting Committee and will be achieved through the proposed financial plan for the General Operating Fund for 2009-2010.

**ALPENA COMMUNITY COLLEGE**

2009-2010

Proposed Revenue Budget -- General Operating Fund

	Budget 2008-2009	Proposed Budget 2009-2010
Taxes	\$ 2,591,877	\$ 2,651,877
Tuition/Fees	4,976,928	5,127,928
State Aid	5,171,900	5,126,100
Other/Miscellaneous	<u>296,775</u>	<u>275,775</u>
	<u>\$ 13,037,480</u>	<u>\$ 13,181,680</u>

Proposed Expenditure Budget -- General Operating Fund

	Budget 2008-2009	Proposed Budget 2009-2010
Fine Arts	\$ 391,040	\$ 394,783
Communications	692,575	708,164
Social Sciences	689,443	692,061
Mathematics	759,124	779,976
Sciences	779,039	817,290
Physical Education	13,629	22,636
Health Education	13,129	13,022
Business	264,425	274,098
Data Processing / Computer Science	233,449	233,407
Secretarial & Office	246,076	261,571
Law Enforcement / Public Service	168,982	181,351
Media Production Technology	50,560	26,822
Design Technology	138,108	144,103
Mechanical Trades & Service Technology	575,101	583,294
Construction Trades Technology	225,811	233,669
Electrical & Electronic Trades	284,452	297,736
Aviation	0	0
Apprenticeship Instruction	27,618	28,739

**ALPENA COMMUNITY COLLEGE**

2009-2010

Proposed Expenditure Budget -- General Operating Fund - Continued

	Budget 2008-2009	Proposed Budget 2009-2010
Nursing	405,096	478,722
Other Health Related	26,145	16,826
Traditional Classroom	47,929	51,689
Learning Labs	106,277	115,473
Career Guidance / College Skills	3,282	7,813
Tutorial Instruction	72,254	89,165
Community Instruction Services	0	0
Library / Media Services	330,095	330,139
Off-Campus Admin. / Huron Shores	159,876	160,465
Instruction Administration	702,031	572,913
Student Services	327,647	324,948
Financial Aid	264,048	264,818
Admissions / Records	427,238	423,723
Data Processing	709,341	724,035
General Administration	357,120	399,225
Word Processing	195,313	178,675
Institutional Administration	1,137,966	1,205,873
Public Relations / Development	132,196	132,215
Resource Development / Grant Writing	143,821	145,267
Physical Plant	1,598,132	1,507,247
Transfers	<u>249,264</u>	<u>289,031</u>
	\$ <u>12,947,631</u>	\$ <u>13,110,984</u>

Unrestricted General Operating Fund Balance

Beginning Balance	\$ 844,484	\$ 934,333
Proposed Surplus	<u>89,849</u>	<u>70,697</u>
Ending Balance	\$ <u>934,333</u>	\$ <u>1,005,030</u>

## **Designated Fund, 2009-2010**

The Designated Fund encompasses a variety of funds that service the non-curricular activities of students, staff and faculty. Specifically, this fund supports activities in seven categories:

- Athletics/Student Activities
- Professional and Contract Services
- Madeline Briggs University Center
- Technology
- World Center for Concrete Technology
- Special Events/A.L.L./Staff Development
- Community Education

### Athletics/Student Activities

All co-curricular activities of the institution are supported from this budget, which derives its revenue primarily from a student services fee that the student pays upon enrolling in classes at the College. The budget provides support for a broad range of student needs, including the student newspaper, student activities, athletics, intramurals, and the Wellness Center.

### Professional and Contract Services (CS)

The PCS is charged with carrying out a varied array of contracted services for area business and industry. The total budget for these activities is \$21,326.

### Madeline Briggs University Center

In order to provide additional educational opportunities for our graduates who wish to stay close to home, partnerships were established with four-year institutions to offer classes on campus. This year's budget is \$22,000.

### Technology

This fund is for the acquisition of new or updated technology. This fund was instrumental in acquisition and installation of the Datatel (Colleague) student database system. A budget of \$193,000 has been established with approximately \$135,000 earmarked for rotation

### World Center for Concrete Technology

A fund to provide support activities and operations necessary for the World Center for Concrete Technology continues this year with a budget of \$450,250. It should be noted that this activity is supported through sales of services, user fees, and other non-taxable revenues.

### Special Events/A.L.L./Staff Development

Each year the College supports a wide range of activities that enhance the capacity of our staff to be more productive and valuable employees. In addition, a number of special events are sponsored to assist the College in better communicating its leadership role to the service area (e.g. Science Olympiad, counselor workshops, A.L.L., etc.) A budget of \$35,500 is projected for these important activities.

### Community Education

An aggressive approach to community education in a short course format began two years ago. In its second full year, the College estimates \$22,200 in revenues with \$15,300 going to support the Volunteer Center that directs its activities.

**ALPENA COMMUNITY COLLEGE**

2009-2010 Designated Fund

Athletics / Student Activities

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Fees	\$ 259,249	\$ 268,000
Gate Receipts / Miscellaneous	29,800	21,049
Fitness Wellness Center Fees	20,563	20,563
Transfers	<u>11,639</u>	<u>11,639</u>
Total Revenues	\$ <u>321,251</u>	\$ <u>321,251</u>
 <u>Proposed Expense Budget</u>		
Administration	\$ 61,314	\$ 61,314
Men's Basketball	36,950	36,950
Women's Basketball	33,450	33,450
Women's Volleyball	16,375	16,375
Women's Softball	15,575	15,575
Co-ed Golf	<u>9,925</u>	<u>9,925</u>
Subtotal (Athletics)	<u>173,589</u>	<u>173,589</u>
Fitness Wellness Center	127,662	127,662
Campus Activity Board	20,000	20,000
Lumberjack		
Intramurals		
Phi-Theta Kappa		
Student Senate		
Other Activities	<u>          </u>	<u>          </u>
Subtotal (Student Activities)	<u>147,662</u>	<u>147,662</u>
Total Expenses	\$ <u>321,251</u>	\$ <u>321,251</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Designated Fund (Continued)

Professional and Contract Services

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Sales and Service	\$ 21,326	\$ 21,326
Transfers	<u>0</u>	<u>0</u>
Total Revenues	<u>\$ 21,326</u>	<u>\$ 21,326</u>
 <u>Proposed Expense Budget</u>		
Salaries - Instruction	\$ 15,275	\$ 15,275
Salaries - Admin. / Admin. Tech.	0	0
Fringe Benefits	6,051	6,051
Contracted Services - Dev. & Design		
Coordinator	0	0
Fringe Benefits	0	0
All Other Expense	<u>0</u>	<u>0</u>
Total Expenses	<u>\$ 21,326</u>	<u>\$ 21,326</u>

Madeline Briggs University Center

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Sales and Service	\$ 20,000	\$ 20,000
Reimbursements	<u>2,000</u>	<u>2,000</u>
Total Revenues	<u>\$ 22,000</u>	<u>\$ 22,000</u>
 <u>Proposed Expense Budget</u>		
Wages & Fringes	\$ 4,827	\$ 4,827
Other	17,173	17,173
Transfer	<u>0</u>	<u>0</u>
Total Expenses	<u>\$ 22,000</u>	<u>\$ 22,000</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Designated Fund (Continued)

Technology

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Technology Fee	\$ <u>180,000</u>	\$ <u>193,000</u>
<u>Proposed Expense Budget</u>		
Transfer to Debt service	0	0
Equipment and Services	<u>180,000</u>	<u>193,000</u>
	\$ <u>180,000</u>	\$ <u>193,000</u>

World Center for Concrete Technology

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Sales & Services	\$ 430,350	\$ 375,250
Transfer	<u>75,000</u>	<u>75,000</u>
	\$ <u>505,350</u>	\$ <u>450,250</u>
<u>Proposed Expense Budget</u>		
Wages	\$ 132,393	\$ 149,893
Fringe Benefits	52,493	58,050
Contract Services	108,440	55,540
Supplies	40,750	18,933
Plant Costs/Utilities	81,421	81,421
Capital Maintenance and Replacement	40,000	40,000
Other	22,650	23,900
Transfer	<u>25,268</u>	<u>22,513</u>
Total Expenses	\$ <u>503,415</u>	\$ <u>450,250</u>



**ALPENA COMMUNITY COLLEGE**

2009-2010 Designated Fund (Continued)

Special Events / ALL / Staff Development

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Special Events - Contracted Services	\$ 12,500	\$ 12,500
Fees	7,000	7,000
Staff Development - Gen. Fund Transfer	<u>16,000</u>	<u>16,000</u>
 Total Revenues	 \$ <u><u>35,500</u></u>	 \$ <u><u>35,500</u></u>
 <u>Proposed Expense Budget</u>		
Special Events - Supplies / Awards	\$ 500	\$ 500
ALL Program Costs	19,000	19,000
Staff Development - Workshops / Grants	<u>16,000</u>	<u>16,000</u>
 Total Expenses	 \$ <u><u>35,500</u></u>	 \$ <u><u>35,500</u></u>

Community Education

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Participation Fees	\$ <u>20,500</u>	\$ <u>22,000</u>
 Total Revenues	 \$ <u><u>20,500</u></u>	 \$ <u><u>22,000</u></u>
 <u>Proposed Expense Budget</u>		
Wage and Fringe Benefits	\$ 3,450	\$ 3,400
Program Costs	3,150	3,300
Transfer to Volunteer Center	<u>13,900</u>	<u>15,300</u>
 Total Expenses	 \$ <u><u>20,500</u></u>	 \$ <u><u>22,000</u></u>

	Budget 2008-2009	Proposed Budget 2009-2010
<u>TOTAL DESIGNATED FUND</u>		
Revenue	\$ <u><u>1,105,927</u></u>	\$ <u><u>1,065,327</u></u>
Expense	\$ <u><u>1,103,992</u></u>	\$ <u><u>1,065,327</u></u>

## **Auxiliary Enterprises Fund, 2009-2010**

The Auxiliary Enterprises Fund consists of those activities that directly generate revenue to accomplish their objectives. The following six areas constitute “enterprises” within the fund:

- College Bookstore
- Food Service
- Auto Service and Auto Body
- Performing and Fine Arts
- Housing
- Transportation

### College Bookstore

The Bookstore continues to contribute a positive margin while providing a high level of service to the College community. The Bookstore projects a net operating surplus of \$70,000 to be transferred to other funds.

### Food Service

The College has contracted with Fremont Catering of Alpena, Michigan, for operation of the cafeteria. A management fee of \$10,000 per year is budgeted out of the vending proceeds.

### Auto Service and Auto Body

The College operates various special services keyed to individual instructional areas to improve the economic viability and quality of life throughout Northeast Michigan. There is \$58,000 in services to be delivered in FY09.

### Performing and Fine Arts

The additions of Park Arena and Granum Theatre have enhanced the ability of the College to provide cultural activities for both its student body and the community. These activities are designed to be self-funded and provide a budget of \$18,500 for 2009-2010.

### Housing

The College has available 16 units of affordable housing for 64 students provided through a private developer. The College has completed its final year of financial support for the summer housing program. It is anticipated that ground lease revenues for the coming year will total \$2,005.

## Transportation

Transportation covers all College functions related to the use of College-owned vehicles and is paid for through interdepartmental transfers. The revenue budget for 2009-2010 activities is estimated at \$7,000. A reserve of \$4,000 is projected for future replacement of vehicles.

**ALPENA COMMUNITY COLLEGE**

2009-2010 Auxiliary Enterprises Fund

Bookstore

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Book Sales	\$ 749,191	\$ 816,304
Book Sales - Financial Aid and Interdepartmental	534,460	559,202
Sales Tax Remittance	<u>(63,897)</u>	<u>(68,250)</u>
 Total Revenues	 <u>\$ 1,219,754</u>	 <u>\$ 1,307,256</u>

Proposed Expense Budget

Purchases for Resale	\$ 919,632	\$ 965,613
Salaries	114,440	114,440
Fringe Benefits	44,110	44,316
Equipment	3,000	3,000
All Other	73,500	72,950
Administrative Overhead	60,000	70,000
Transfers	<u>0</u>	<u>0</u>
 Total Expenses	 <u>\$ 1,214,682</u>	 <u>\$ 1,270,319</u>

Food Service

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Sales & Service	\$ 16,500	\$ 15,000
Transfer	<u>0</u>	<u>0</u>
 Total Revenues	 <u>\$ 16,500</u>	 <u>\$ 15,000</u>

Proposed Expense Budget

Contract Service	\$ 11,500	\$ 12,000
Supplies	<u>5,000</u>	<u>3,000</u>
 Total Expenses	 <u>\$ 16,500</u>	 <u>\$ 15,000</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Auxiliary Enterprises Fund (Continued)

Auto Service & Auto Body

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Sales and Service	\$ 58,000	\$ 58,000
Transfers	<u>0</u>	<u>0</u>
	<u>\$ 58,000</u>	<u>\$ 58,000</u>
 <u>Proposed Expense Budget</u>		
Wages	\$ 0	\$ 0
Fringe Benefits	0	0
Cost of Goods / Services Sold	58,000	58,000
Other Supplies / Equipment	<u>0</u>	<u>0</u>
Total Expenses	<u>\$ 58,000</u>	<u>\$ 58,000</u>

Performing and Fine Arts

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Ticket Sales	\$ 12,000	\$ 12,000
Donations	4,000	4,000
Grants	2,500	2,500
Transfers	<u>0</u>	<u>0</u>
Total Revenues	<u>\$ 18,500</u>	<u>\$ 18,500</u>
 <u>Proposed Expense Budget</u>		
Wages	\$ 0	\$ 1,000
Fringe Benefits	0	0
Contracted Services	7,600	6,500
Supplies and Other	900	1,000
Transfer	<u>10,000</u>	<u>10,000</u>
Total Expenses	<u>\$ 18,500</u>	<u>\$ 18,500</u>

ALPENA COMMUNITY COLLEGE

2009-2010 Auxiliary Enterprises Fund (Continued)

Housing

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Total Revenues	\$ <u>1,950</u>	\$ <u>2,005</u>
<u>Proposed Expense Budget</u>		
Transfer	\$ <u>1,950</u>	\$ <u>2,005</u>

Transportation

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Total Revenues	\$ <u>7,000</u>	\$ <u>7,000</u>
<u>Proposed Expense Budget</u>		
Maintenance	\$ 2,000	\$ 2,000
Supplies	<u>1,000</u>	<u>1,000</u>
Total Expenses	\$ <u>3,000</u>	\$ <u>3,000</u>

<u>TOTAL AUXILIARY ENTERPRISES FUND</u>	Budget 2008-2009	Proposed Budget 2009-2010
Revenue	\$ <u>1,321,704</u>	\$ <u>1,407,761</u>
Expense	\$ <u>1,312,632</u>	\$ <u>1,366,824</u>

## **Restricted Fund, 2009-2010**

Various external grants from both private (e.g., foundations) and public (e.g., state and federal) sources support several activities of the College that are critical to providing quality educational experiences for our students. Fifteen primary areas are directly affected by these grants and individual budgets are provided for each. In certain cases, funding has been in place for several years (e.g., TRIO projects); in other areas, regulations are changing and competition is increasing (e.g., private and governmental contract training) such as the CBJT grant, and in selected areas, new territories are being successfully explored to provide external support for important College objectives (e.g., Christmas Wish). It should be noted that funding for various student aid programs (e.g., Pell, SEOG, etc.) is also classified in the Restricted Fund.

It should further be noted that given the “reduced” level of “hard” money for FY2010, it would be critical to the achievement of College objectives that these external “soft” monies be obtained during the coming year.

**ALPENA COMMUNITY COLLEGE**

2009-2010 Restricted Fund

TRIO Grants and Special Needs

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Talent Search		
Grant Funds	\$ 323,796	\$ 323,796
Indirect Cost Recovery	(23,986)	(23,986)
Upward Bound		
Grant Funds	361,772	361,772
Indirect Cost Recovery	(25,110)	(25,110)
Student Support		
Grant Funds	255,705	255,705
Indirect Cost Recovery	<u>(18,067)</u>	<u>(18,067)</u>
Total Revenues	<u>\$ 874,110</u>	<u>\$ 874,110</u>
<u>Proposed Expense Budget</u>		
Talent Search		
Wages / Salaries	\$ 179,287	\$ 179,287
Fringe Benefits	86,534	86,819
Supplies and Other	<u>33,704</u>	<u>33,704</u>
	<u>299,525</u>	<u>299,810</u>
Upward Bound		
Wages / Salaries	210,566	214,229
Fringe Benefits	86,214	87,605
Supplies and Other	<u>39,597</u>	<u>34,828</u>
	<u>336,376</u>	<u>336,662</u>
Special Services		
Wages / Salaries	137,038	137,038
Fringe Benefits	75,452	75,737
Supplies and Other	<u>24,863</u>	<u>24,863</u>
	<u>237,353</u>	<u>237,638</u>
	<u>\$ 873,255</u>	<u>\$ 874,110</u>



**ALPENA COMMUNITY COLLEGE**

2009-2010 Restricted Fund (Continued)

Perkins Vocational / Applied Technical Education

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Special Populations		
Grant Funds	\$ 85,325	\$ 85,325
General Fund Match	85,325	85,325
Instructional Equipment		
Grant Funds	60,000	60,000
General Fund Match	60,000	60,000
College Local Leadership		
Grant Funds	<u>17,500</u>	<u>17,500</u>
Total Revenues	\$ <u>308,150</u>	\$ <u>308,150</u>
<u>Proposed Expense Budget</u>		
Special Needs / Special Populations		
Wages / Salaries	\$ 107,367	\$ 107,367
Fringe Benefits	50,169	50,454
Supplies and Other	<u>12,829</u>	<u>12,829</u>
Subtotal	<u>170,365</u>	<u>170,650</u>
Instructional Equipment		
Equipment	<u>120,000</u>	<u>120,000</u>
<u>Proposed Expense Budget</u>		
College Local Leadership		
Salaries / Benefits	\$ 17,000	\$ 17,000
Travel / Other	<u>500</u>	<u>500</u>
Subtotal	<u>17,500</u>	<u>17,500</u>
Total Expenses	\$ <u>307,865</u>	\$ <u>308,150</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Restricted Fund (Continued)

Fast Track

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Grants	\$ <u>4,500</u>	\$ <u>4,500</u>
<u>Proposed Expense Budget</u>		
Travel	\$ <u>4,500</u>	\$ <u>4,500</u>

Small Business Development Center

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Grant Funds	125,000	100,000
Donations	<u>10,219</u>	<u>9,533</u>
Total Revenues	\$ <u>135,219</u>	\$ <u>109,533</u>
<u>Proposed Expense Budget</u>		
Salaries - Program Administration	\$ 90,461	\$ 73,100
Fringe Benefits	40,583	33,371
Other	<u>4,175</u>	<u>3,062</u>
Total Expenses	\$ <u>135,219</u>	\$ <u>109,533</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Restricted Fund (Continued)

At - Risk Students

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Grant Funds	72,300	80,200
Perkins Grant Funds	0	0
Transfer	0	0
Total Revenue	<u>\$ 72,300</u>	<u>\$ 80,200</u>
 <u>Proposed Expense Budget</u>		
Wages - Counselors	\$ 31,304	\$ 36,521
Wages - TLC Coord. & Tutors	15,805	15,805
Fringe Benefits	<u>25,003</u>	<u>27,873</u>
Total Expenses	<u>\$ 72,112</u>	<u>\$ 80,200</u>

Pell Grant

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Federal Grant	<u>\$ 3,000,000</u>	<u>\$ 3,500,000</u>
 <u>Proposed Expense Budget</u>		
Awards	<u>\$ 3,000,000</u>	<u>\$ 3,500,000</u>

Supplemental Educational Opportunity Grant

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Federal Grant	<u>\$ 40,000</u>	<u>\$ 40,000</u>
 <u>Proposed Expense Budget</u>		
Awards	<u>\$ 40,000</u>	<u>\$ 40,000</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Restricted Fund (Continued)

Adult Part-Time

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Grants	\$ <u>14,500</u>	\$ <u>14,500</u>
<u>Proposed Expense Budget</u>		
Awards	\$ <u>14,500</u>	\$ <u>14,500</u>

Michigan Educational Opportunity Grant

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
State Grants	\$ <u>18,000</u>	\$ <u>18,000</u>
<u>Proposed Expense Budget</u>		
Awards	\$ <u>18,000</u>	\$ <u>18,000</u>

College Work Study

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Grants	\$ <u>98,000</u>	\$ <u>98,000</u>
<u>Proposed Expense Budget</u>		
Student Wages	\$ <u>98,000</u>	\$ <u>98,000</u>

**ALPENA COMMUNITY COLLEGE**

2009-2010 Restricted Fund (Continued)

Christmas Wish

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Donations	\$ <u>11,000</u>	\$ <u>11,000</u>
<u>Proposed Expense Budget</u>		
Supplies and Purchases	3,000	3,000
Transfers	<u>8,000</u>	<u>8,000</u>
Travel	\$ <u>11,000</u>	\$ <u>11,000</u>

Volunteer Center

<u>Proposed Revenue Budget</u>	Budget 2008-2009	Proposed Budget 2009-2010
Local Support	\$ 16,000	\$ 16,000
Sales and Services	1,000	0
Besser Grant	29,000	29,000
Transfers	<u>46,402</u>	<u>47,100</u>
Total Revenues	\$ <u>92,402</u>	\$ <u>92,100</u>
<u>Proposed Expense Budget</u>		
Wages / Salaries	\$ 60,496	\$ 60,975
Fringe Benefits	31,606	31,125
Supplies and Other	<u>300</u>	<u>0</u>
Total Expenses	\$ <u>92,402</u>	\$ <u>92,100</u>

ALPENA COMMUNITY COLLEGE

2009-2010 Restricted Fund (Continued)

CBJT Grant

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Grant	773,457	388,866
Indirect Cost Recovery	(32,000)	(19,443)
Total Revenue	<u>\$ 741,457</u>	<u>\$ 369,423</u>
 <u>Proposed Expense Budget</u>		
Salary	248,398	200,153
Fringe Benefits	129,489	81,270
Contract Services	30,000	0
Tuition Reimbursement	225,000	88,000
Supplies	15,000	0
Travel	5,000	0
Equipment	88,000	0
Total Expenses	<u>\$ 740,887</u>	<u>\$ 369,423</u>
 <u>TOTAL RESTRICTED FUND</u>	 Budget 2008-2009	 Proposed Budget 2009-2010
Revenue	<u>\$ 5,409,638</u>	<u>\$ 5,519,516</u>
Expense	<u>\$ 5,407,740</u>	<u>\$ 5,519,516</u>

## **Capital Equipment/Building Maintenance Fund, 2009-2010**

The Capital Equipment/Building Maintenance Fund provides the financial resources necessary to undertake those critical projects included in the planning process for the College to preserve and enhance its capital assets. The past five years have seen an extensive amount of work accomplished in this area with well over 100 individual projects completed. A major portion of institutional equipment will be purchased through the fund rather than the General Operating Fund of the College, and these purchases will be institution-wide. Additionally, the Board-authorized facility fee is received in this fund to support long-term capital needs of the institution.

**ALPENA COMMUNITY COLLEGE**

2009-2010 Capital Equipment / Building Maintenance Fund

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Facilities Fee	\$ 277,800	\$ 290,000
Transfer from Fund Balance	0	110,042
Transfer	16,000	56,000
Mandatory Transfer	<u>100,000</u>	<u>100,000</u>
Total Revenues	\$ <u>393,800</u>	\$ <u>556,042</u>
<u>Proposed Expense Budget</u>		
Equipment	\$ 73,152	\$ 73,152
Contract Services - Renovations	27,015	27,015
Contract Services - Maint. Projects	46,318	250,000
Debt Service Transfer	<u>247,315</u>	<u>205,875</u>
Total Expenses	\$ <u>393,800</u>	\$ <u>556,042</u>



**Plant Fund, 2009-2010**

The Plant Fund is the depository for various state/local grants that are directed toward the construction of capital projects. At present there are no new projects scheduled.

**ALPENA COMMUNITY COLLEGE**

2009-2010 Plant Fund

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
State Capital Outlay - Pathways	\$ 0	\$ 0
Local Support - Pathways	0	0
Loan Transfer	0	0
Donations	<u>0</u>	<u>0</u>
Total Revenues	\$ <u><u>0</u></u>	\$ <u><u>0</u></u>
<u>Proposed Expense Budget</u>		
Professional Fees	\$ 0	\$ 0
Site Improvements	0	0
Construction in Progress	0	0
Transfer to Debt Service	<u>0</u>	<u>0</u>
Total Expenses	\$ <u><u>0</u></u>	\$ <u><u>0</u></u>

## **Debt Service Fund, 2009-2010**

The College refinanced the two General Obligation Limited Tax Bond issues that Partially provided the matching contribution of the College for the construction of the Donald L. Newport Center and other major capital needs. These 20-year obligations were publicly bid during FY92 and FY93 and are to be paid back through the dedicated use of the Facilities Maintenance Fee the College administers. The refinancing produced an approximately \$50,000 savings over the balance of the life of the bonds. In addition, the College issued bonds totaling \$1,100,000 for future capital improvements, and total bonding amounts to \$2,260,000. By combing the refinancing and the new issuance the College saved an additional \$15,800. In 2004, the College financed the acquisition of the Datatel Colleague Student Administration Software with an \$800,000 bond for ten years. A schedule of these annual payments totaling approximately \$302,000 for FY10 and beyond is available for review.

**ALPENA COMMUNITY COLLEGE**

2009-2010 Debt Service Fund

	Budget 2008-2009	Proposed Budget 2009-2010
<u>Proposed Revenue Budget</u>		
Interest	\$ 0	\$ 0
Transfer Facility Fee	207,315	205,875
Transfers - Technology Fee	<u>99,244</u>	<u>96,544</u>
Total Revenues	<u>\$ 306,559</u>	<u>\$ 302,419</u>
<u>Proposed Expense Budget</u>		
Interest	\$ 81,559	\$ 67,419
Principal	<u>225,000</u>	<u>235,000</u>
Total Expenses	<u>\$ 306,559</u>	<u>\$ 302,419</u>

Therefore,

The following resolution is proposed:

That the Board of Trustees accepts the budget as a first reading for FY10.