




August 20, 2012

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Fund Analysis - July 2012

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of July 31, 2012.

Overview and Background

As directed in the Florida Public Community College Accounting Manual, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (Section 2011.30), the Board of Trustees must approve the College's operating fund (fund 1) budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,00 and less than \$250,000. The report is attached to this item.

Past Actions by the Board

For information only, no Board action required.

Funding/Financial Implications

The College continues to be in sound financial condition.

Staff Resource

Teresa Smith

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of July 31, 2012**

| REVENUE | | Budgeted | Received Year to Date | Budgeted Balance |
|----------------------|-----------|-------------------|----------------------------------|-----------------------------|
| Student Fees | \$ | 34,373,766 | \$ 3,990,445 | \$ 30,383,321 |
| State Support | | 28,273,881 | 1,940,570 | \$ 26,333,311 |
| Federal Support | | 469,766 | 1,370 | \$ 468,396 |
| Other Revenue | | 121,584 | 81,923 | \$ 39,661 |
| Non Revenue Sources | | 316,328 | - | 316,328 |
| TOTAL REVENUE | \$ | 63,555,325 | \$ 6,014,308 | \$ 57,541,017 |

| EXPENSES | | Budgeted | Expended Year to Date | July Expenses | % of YTD Expenses | Prior Year (PY) Budget | May (PY) Expenses | PY % of YTD Expenses |
|--------------------------------|-----------|-------------------|----------------------------------|--------------------------|------------------------------|-----------------------------------|------------------------------|---------------------------------|
| <u>PERSONNEL COSTS</u> | | | | | | | | |
| Administrative | \$ | 2,743,685 | \$ 316,672 | \$ 316,672 | 12% | \$ 2,285,136 | 179,205 | 8% |
| Instructional | | 16,259,171 | 1,228,388 | \$ 1,228,388 | 8% | 14,966,349 | 976,212 | 7% |
| Non-Instructional | | 15,243,650 | 1,187,300 | \$ 1,187,300 | 8% | 15,187,760 | 1,088,506 | 7% |
| OPS | | 9,759,320 | 644,664 | \$ 644,664 | 7% | 8,984,022 | 626,147 | 7% |
| Personnel Benefits | | 7,656,029 | 639,723 | \$ 639,723 | 8% | 8,292,782 | 556,163 | 7% |
| TOTAL PERSONNEL COSTS | \$ | 51,661,855 | \$ 4,016,747 | \$ 4,016,747 | 8% | \$ 49,716,049 | \$ 3,426,233 | 7% |
| <u>CURRENT EXPENSES</u> | | | | | | | | |
| Services | \$ | 5,080,722 | \$ 786,724 | \$ 786,724 | 15% | \$ 5,430,652 | \$ 135,810 | 3% |
| Material & Supplies | | 3,278,042 | 64,692 | \$ 64,692 | 2% | 2,716,321 | 56,010 | 2% |
| Other Current Charges | | 4,257,706 | 304,449 | \$ 304,449 | 7% | 4,031,561 | 1,175,767 | 29% |
| TOTAL CURRENT EXPENSES | \$ | 12,616,470 | \$ 1,155,865 | \$ 1,155,865 | 9% | \$ 12,178,534 | \$ 1,367,587 | 11% |
| CAPITAL OUTLAY | \$ | 820,000 | \$ 56,840 | \$ 56,840 | 7% | \$ 800,000 | \$ 98,060 | 12% |
| TOTAL EXPENSES | \$ | 65,098,325 | \$ 5,229,452 | \$ 5,229,452 | 8% | \$ 62,694,583 | \$ 4,891,880 | 8% |

Purchase Orders From \$100,000.00 to \$249,999.99 For 2012-2013

Issued in July 2012

| Purchase Order No. | Vendor Name | Amount | Item Description | Budget | Approval/Exemption |
|---------------------------|-------------------------------|---------------|---|--|--|
| 2013-0361 | 5.11 Tactical, Inc. | \$130,000.00 | Supplies and uniforms for the FPSI Store. | 31036020- Auxillary Fund; Law Enforcement Academy Store | Exempt per 6A-14.0734(2)(I); Items for resale |
| 2013-0052 | Cheney Brother, Inc. | \$135,000.00 | Food products for the FPSI Cafeteria. | 31035020- Auxillary Fund; FPSI Cafeteria | Exempt per 6A-14.0734(2)(D); Food |
| 2013-0050 | Reinhart Foodservice LLC | \$150,000.00 | Food products for the FPSI Cafeteria. | 31035020- Auxillary Fund; FPSI Cafeteria | Exempt per 6A-14.0734(2)(D); Food |
| 2013-0532 | City of Tallahassee | \$180,000.00 | Utility services for the Ghazvini Center for Healthcare Education. (Electric, gas, water, sewer & refuse) | 17010040- Ghazvini Maintenance | Exempt per 6A-14.0734(2)(E); Sole Source |
| 2013-0201 | SHI International Corporation | \$215,994.07 | Microsoft license, maintenance and services for TCC IT department. | 16312000- Information Systems | State Contract #252-001-09-1; Microsoft License, Maintenance & Services (Expires 03/31/2013) |