



March 17, 2014

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Fund Analysis - February 2014

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### Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of February 28, 2014.

### Overview and Background

As directed in the Accounting Manual for Florida's College System, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (Section 1011.01), the Board of Trustees must approve the College's operating fund 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 \$100,000 but less than \$250,000. That report for the month of February 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  
February 28, 2014**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>				
Student Fees	\$ 29,210,848	\$ 23,157,915	\$ 6,052,933				
State Support	29,934,956	18,190,926	\$ 11,744,030				
Federal Support	728,151	602,442	\$ 125,709				
Other Revenue	526,153	216,706	\$ 309,447				
Non Revenue Sources	339,363	10,250	329,113				
<b>TOTAL REVENUE</b>	<b>\$ 60,739,471</b>	<b>\$ 42,178,239</b>	<b>\$ 18,561,232</b>				
<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>February Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Feb (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 2,795,075	\$ 1,865,308	\$ 227,292	67%	\$ 2,743,685	1,866,436	68%
Instructional	15,791,894	9,698,673	\$ 1,205,510	61%	15,361,676	9,908,057	64%
Non-Instructional	15,708,160	9,724,942	\$ 1,234,101	62%	15,033,896	9,433,541	63%
OPS	6,627,841	4,168,140	\$ 510,346	63%	8,557,274	5,358,189	63%
Personnel Benefits	8,329,495	5,556,872	\$ 712,853	67%	7,602,629	4,879,893	64%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 49,252,465</b>	<b>\$ 31,013,935</b>	<b>\$ 3,890,102</b>	<b>63%</b>	<b>\$ 49,299,160</b>	<b>\$ 31,446,116</b>	<b>64%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 6,570,461	\$ 3,684,052	\$ 448,302	56%	\$ 5,587,620	\$ 3,598,058	64%
Material & Supplies	2,426,282	1,007,219	\$ 153,215	42%	3,072,842	1,171,685	38%
Other Current Charges	3,052,131	2,475,650	\$ 525,327	81%	3,962,754	1,572,362	40%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 12,048,874</b>	<b>\$ 7,166,921</b>	<b>\$ 1,126,844</b>	<b>59%</b>	<b>\$ 12,623,216</b>	<b>\$ 6,342,105</b>	<b>50%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 789,592</b>	<b>\$ 133,908</b>	<b>\$ 306</b>	<b>17%</b>	<b>\$ 1,007,704</b>	<b>\$ 312,779</b>	<b>31%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 62,090,931</b>	<b>\$ 38,314,764</b>	<b>\$ 5,017,252</b>	<b>62%</b>	<b>\$ 62,930,080</b>	<b>\$ 38,101,000</b>	<b>61%</b>

**Purchase Orders From \$100,000.00 to \$249,999.99 For 2013-2014**

**Issued in February 2014**

<b>Purchase Order No.</b>	<b>Vendor Name</b>	<b>Amount \$</b>	<b>Item Description</b>	<b>Budget</b>	<b>Approval/Exemption</b>
2014-1824	Jamsab Realty Corp.	\$172,792.44	February - July payments for Energy Management System	7040000	Solicited under RFQ 2008-02