



January 11, 2016

MEMORANDUM

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

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of December 10, 2015

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 (fund1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (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. The reports for the months of November and December are 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

Barbara Wills

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of December 10, 2015**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 25,716,486	14,084,942	\$ 11,631,544				
State Support	32,624,553	11,885,612	\$ 20,738,941				
Federal Support	550,000	-	\$ 550,000				
Other Revenue	507,275	637,110	\$ (129,835)				
Non Revenue Sources	1,000,000	-	1,000,000				
TOTAL REVENUE	\$ 60,398,314	\$ 26,607,663	\$ 33,790,651				
EXPENSES	Budgeted	Expended Year to Date	Nov & Dec Expenses	% of YTD Expenses	Prior Year (PY) Budget	Dec (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,889,625	\$ 1,509,458	\$ 502,988	52%	\$ 2,908,605	\$ 1,388,838	48%
Instructional	15,315,073	7,206,375	\$ 2,152,030	47%	15,209,942	7,193,911	47%
Non-Instructional	15,943,963	7,615,991	\$ 2,566,980	48%	16,296,843	7,529,749	46%
OPS	5,641,943	2,542,227	\$ 1,033,371	45%	6,229,510	2,864,316	46%
Personnel Benefits	8,943,709	4,355,296	\$ 1,421,953	49%	8,949,335	4,363,612	49%
TOTAL PERSONNEL COSTS	\$ 48,734,313	\$ 23,229,347	\$ 7,677,322	48%	\$ 49,594,235	\$ 23,340,426	47%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,937,057	\$ 2,096,605	\$ 492,102	42%	\$ 5,018,432	\$ 2,712,764	54%
Material & Supplies	2,605,787	1,472,431	\$ 199,267	57%	3,087,159	1,109,369	36%
Other Current Charges	4,995,467	3,456,530	\$ 1,025,004	69%	3,574,881	1,982,760	55%
TOTAL CURRENT EXPENSES	\$ 12,538,311	\$ 7,025,566	\$ 1,716,373	56%	\$ 11,680,472	\$ 5,804,893	50%
CAPITAL OUTLAY	\$ 949,201	\$ 338,686	\$ 3,485	36%	\$ 789,592	\$ 127,698	16%
TOTAL EXPENSES	\$ 62,221,825	\$ 30,593,599	\$ 9,397,180	49%	\$ 62,064,299	\$ 29,273,017	47%

Purchase Orders from \$100,000 to \$249,999

Issued in November 2015

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-002958	11/4/2015	Orlando Magic d/b/a Orlando Events Center Enterprises	225,000.00	Advertising and promotional benefits with Orlando Magic. This expenditure is required as part of a grant implementation.	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734)
PO-003012	11/18/2015	Jacksonville Jaguars LLC	175,000.00	Advertising and promotional benefits with Jacksonville Jaguars. This expenditure is required as part of a grant implementation.	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734)
PO-03046	11/19/2015	Follett Higher Education Group Inc dba Tallahassee Community College Bookstore	229,079.39	IncludED Learning Fees for Fall 2015-2016 academic year.	Purchase exempt from bid requirements, due to items being instructional materials and educational textbooks (per FAC 6A-14.0734).

Purchase Orders from \$100,000 to \$249,999

Issued in December 2015

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-003127	12/7/2015	Florida Panthers Hockey Club, LTD	250,000.00	Advertising and promotional benefits with Florida Panthers. This expenditure is required as part of a grant implementation.	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734) Contract approved at September Board Meeting.