



May 17, 2021

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Fund Analysis - April

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 4/28/2021.

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 (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 \$325,000. The report for the month of April 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.

Recommended Action

For information only, no Board action required.

Tallahassee Community College Fund Analysis
Unrestricted Current Fund
As of April 28, 2021

REVENUE	April	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Budget
Student Fees	\$ 2,644,797	\$ 2,053,219	\$ 22,376,407	\$ 20,532,188	\$ 24,638,626	91%
State Support	\$ 3,214,208	\$ 2,797,583	\$ 25,809,935	\$ 27,975,828	\$ 33,570,994	77%
Federal Support	\$ -	\$ 40,833	\$ 1,235,510	\$ 408,333	\$ 490,000	252%
Other Revenue	\$ 77,847	\$ 210,833	\$ 2,842,438	\$ 2,108,333	\$ 2,530,000	112%
Non-Revenue Sources	\$ 367,814	\$ 115,286	\$ -	\$ 1,152,859	\$ 1,383,431	0%
TOTAL REVENUE	\$ 6,304,666	\$ 5,217,754	\$ 52,264,290	\$ 52,177,543	\$ 62,613,051	83%
EXPENSES	April	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Expenses
<u>PERSONNEL COSTS</u>						
Administrative	\$ 266,091	\$ 277,903	\$ 2,726,029	\$ 2,779,031	\$ 3,334,838	82%
Instructional	\$ 940,230	\$ 1,053,712	\$ 9,724,999	\$ 10,537,120	\$ 12,644,544	77%
Non-Instructional	\$ 1,229,408	\$ 1,467,835	\$ 12,685,069	\$ 14,678,345	\$ 17,614,014	72%
OPS	\$ 493,101	\$ 436,607	\$ 4,605,867	\$ 4,366,072	\$ 5,239,286	88%
Personnel Benefits	\$ 795,489	\$ 877,531	\$ 8,167,018	\$ 8,775,308	\$ 10,530,369	78%
TOTAL PERSONNEL COSTS	\$ 3,724,318	\$ 4,113,588	\$ 37,908,983	\$ 41,135,876	\$ 49,363,051	77%
<u>CURRENT EXPENSES</u>						
Services	\$ 320,780	\$ 339,089	\$ 2,796,064	\$ 3,390,892	\$ 4,069,070	69%
Material & Supplies	\$ 83,979	\$ 195,744	\$ 1,344,280	\$ 1,957,444	\$ 2,348,933	57%
Other Current Charges	\$ 331,118	\$ 548,500	\$ 6,206,156	\$ 5,484,998	\$ 6,581,997	94%
TOTAL CURRENT EXPENSES	\$ 735,877	\$ 1,083,333	\$ 10,346,500	\$ 10,833,333	\$ 13,000,000	80%
CAPITAL OUTLAY	\$ -	\$ 20,833	\$ -	\$ 208,333	\$ 250,000	0%
TOTAL EXPENSES	\$ 4,460,195	\$ 5,217,754	\$ 48,255,483	\$ 52,177,542	\$ 62,613,051	77%

Purchase Orders from \$100,000 to \$324,999 +

Issued in April 2021

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-013553	4/14/2021	National Center for Special Education in Charter Schools, Inc.	109,250.00	Develop a five-year plan to document and disseminate promising practices aimed at improving outcomes for students with disabilities at charter schools throughout Florida.	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.