



June 21, 2022

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 - May

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 5/31/2022.

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 May 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 May 31, 2022

REVENUE	May	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Budget
Student Fees	\$ 685,145	\$ 1,933,506	\$ 25,306,592	21,268,571	\$ 23,202,077	109%
State Support	4,113,971	2,981,647	33,143,384	32,798,113	35,779,760	93%
Federal Support	169,206	83,333	3,086,885	916,667	1,000,000	309%
Other Revenue	107,499	105,680	2,139,639	1,162,483	1,268,163	169%
Non-Revenue Sources	-	83,333	-	916,667	1,000,000	0%
TOTAL REVENUE	5,075,821	5,187,500	63,676,500	57,062,500	62,250,000	102%
EXPENSES	May	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Expenses
<u>PERSONNEL COSTS</u>						
Administrative	277,069	274,414	3,139,154	3,018,554	3,292,968	95%
Instructional	1,254,623	1,076,153	11,633,148	11,837,683	12,913,836	90%
Non-Instructional	1,167,295	1,333,635	13,850,595	14,669,990	16,003,625	87%
OPS	304,422	514,613	5,388,141	5,660,741	6,175,354	87%
Personnel Benefits	869,955	884,518	9,263,186	9,729,699	10,614,217	87%
TOTAL PERSONNEL COSTS	3,873,364	4,083,333	43,274,224	44,916,667	49,000,000	88%
<u>CURRENT EXPENSES</u>						
Services	252,552	361,522	3,394,597	3,976,738.76	4,338,260	78%
Material & Supplies	275,444	183,234	1,694,854	2,015,573.74	2,198,808	77%
Other Current Charges	331,449	538,578	6,247,788	5,924,354.16	6,462,932	97%
TOTAL CURRENT EXPENSES	859,445	1,083,333	11,337,239	11,916,667	13,000,000	87%
CAPITAL OUTLAY	-	20,833	60,392	229,166.67	250,000	24%
TOTAL EXPENSES	\$ 4,732,809	\$ 5,187,500	\$ 54,671,855	\$ 57,062,500	\$ 62,250,000	88%

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

Issued in May 2022

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-015532	5/24/2022	Lumen Learning	120,050.00	Supported enrollment in Candela and Online Homework Manager	Exempt per FAC 6A-14.0734(2)(a). Educational tests, textbooks, printed instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audio-visual materials, and graphic or computer-based instructional software.