




November 16, 2015

MEMORANDUM

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

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of October 28, 2015.

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 (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 the approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,000 but less than \$250,000. The report for the month of October 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

Barbara Wills

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of October 28, 2015**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 25,716,486	10,651,713	\$ 15,064,773				
State Support	32,624,553	9,711,923	\$ 22,912,630				
Federal Support	550,000	-	\$ 550,000				
Other Revenue	507,275	555,241	\$ (47,966)				
Non Revenue Sources	1,000,000	-	1,000,000				
TOTAL REVENUE	\$ 60,398,314	\$ 20,918,877	\$ 39,479,437				
EXPENSES	Budgeted	Expended Year to Date	Oct Expenses	% of YTD Expenses	Prior Year (PY) Budget	Oct (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,889,625	\$ 1,006,470	\$ 269,871	35%	\$ 2,948,333	\$ 947,348	32%
Instructional	15,315,073	5,054,345	\$ 1,044,346	33%	15,200,677	4,723,680	31%
Non-Instructional	15,943,963	5,049,011	\$ 1,279,923	32%	16,210,523	5,036,669	31%
OPS	5,641,943	1,508,856	\$ 529,006	27%	6,189,947	1,707,540	28%
Personnel Benefits	8,943,709	2,933,343	\$ 716,733	33%	8,859,127	2,923,836	33%
TOTAL PERSONNEL COSTS	\$ 48,734,313	\$ 15,552,025	\$ 3,839,879	32%	\$ 49,408,607	\$ 15,339,073	31%
<u>CURRENT EXPENSES</u>							
Services	\$ 6,097,437	\$ 1,604,503	\$ 392,498	26%	\$ 5,018,432	\$ 2,164,556	43%
Material & Supplies	3,246,255	1,273,164	\$ 108,674	39%	3,087,159	692,928	22%
Other Current Charges	3,194,619	2,431,526	\$ 355,182	76%	3,574,881	1,471,549	41%
TOTAL CURRENT EXPENSES	\$ 12,538,311	\$ 5,309,193	\$ 856,354	42%	\$ 11,680,472	\$ 4,329,033	37%
CAPITAL OUTLAY	\$ 949,201	\$ 301,052	\$ 73,203	32%	\$ 789,592	\$ 120,603	15%
TOTAL EXPENSES	\$ 62,221,825	\$ 21,162,270	\$ 4,769,436	34%	\$ 61,878,671	\$ 19,788,709	32%

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

Issued in October 2015

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-002782	10/13/2015	IMG College LLC	140,000.00	Advertising and promotional benefits with IMG College LLC for Florida State Seminoles	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734)
PO-002783	10/13/2015	IMG College LLC	100,000.00	Advertising and promotional benefits with IMG College LLC for Florida State Seminoles	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734)
PO-002884	10/26/2015	Follett Higher Education Group Inc dba Tallahassee Community College Bookstore	250,000.00	IncludED Learning Fees for 2015-2016 academic year.	Purchase exempt from bid requirements, due to items being instructional materials and educational textbooks (per FAC 6A-14.0734).
PO-002837	10/19/2015	Hurricane Sports Properties, LLC	120,000.00	Advertising and promotional benefits with Hurricane Sports Properties, an agent for the University of Miami	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734)
PO-002838	10/19/2015	Miami Heat Limited Partnership	175,000.00	Advertising and promotional benefits with the Miami Heat	Purchase exempt from bid requirements, due to item being available only from a sole source (per FAC 6A-14.0734)