




March 21, 2016

MEMORANDUM

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

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of February 25, 2016.

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 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

Barbara Wills

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of February 25, 2016**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance
Student Fees	\$ 25,716,486	22,273,835	\$ 3,442,651
State Support	32,624,553	18,406,679	\$ 14,217,874
Federal Support	550,000	-	\$ 550,000
Other Revenue	507,275	555,840	\$ (48,565)
Non Revenue Sources	1,000,000	-	1,000,000

TOTAL REVENUE \$ 60,398,314 \$ 41,236,354 \$ 19,161,960

EXPENSES	Budgeted	Expended Year to Date	Feb Expenses	% of YTD Expenses	Prior Year (PY) Budget	Feb (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,889,625	\$ 1,988,038	\$ 234,156	69%	\$ 3,084,061	\$ 1,843,853	60%
Instructional	15,315,073	9,060,228	\$ 1,016,957	59%	15,250,577	9,356,904	61%
Non-Instructional	15,943,963	10,169,014	\$ 1,286,731	64%	16,210,523	10,066,366	62%
OPS	5,641,943	3,263,481	\$ 397,751	58%	6,189,947	3,600,049	58%
Personnel Benefits	8,943,709	5,779,419	\$ 713,969	65%	8,859,127	5,846,208	66%

TOTAL PERSONNEL COSTS \$ 48,734,313 \$ 30,260,181 \$ 3,649,564 62% \$ 49,594,235 \$ 30,713,380 62%

<u>CURRENT EXPENSES</u>							
Services	\$ 4,937,057	\$ 2,734,659	\$ 282,241	55%	\$ 6,476,069	\$ 3,754,482	58%
Material & Supplies	2,605,787	1,635,731	\$ 124,657	63%	3,131,549	1,405,590	45%
Other Current Charges	4,995,467	4,065,645	\$ 359,082	81%	3,368,082	2,406,337	71%

TOTAL CURRENT EXPENSES \$ 12,538,311 \$ 8,436,035 \$ 765,980 67% \$ 12,975,700 \$ 7,566,409 58%

CAPITAL OUTLAY \$ 949,201 \$ 397,781 \$ 55,276 42% \$ 1,693,296 \$ 476,908 28%

TOTAL EXPENSES \$ 62,221,825 \$ 39,093,997 \$ 4,470,820 63% \$ 64,263,231 \$ 38,756,697 60%

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-003585	2/23/2016	Follett Higher Education Group	210,846.00	Bookstore learning fees for Spring 2016 main session	FAC 6A-14.0734)(2) (a) Exception due to instructional materials and educational textbooks
PO-003595	2/25/2016	Edfinancial Services	184,137.72	Contract service fees for for the TCC Call Center.	Purchased in accordance with Technical College System of Georgia request for proposal #ES-RFP-41500-1834.