




October 24, 2016

## MEMORANDUM

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

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### Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of September 30, 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 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 September 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 September 30, 2016**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>
Student Fees	\$ 26,191,302	11,289,588	\$ 14,901,714
State Support	33,266,454	6,447,596	\$ 26,818,858
Federal Support	309,000	-	\$ 309,000
Other Revenue	500,000	160,331	\$ 339,669
Non Revenue Sources	1,000,000	-	1,000,000
<b>TOTAL REVENUE</b>	<b>\$ 61,266,756</b>	<b>\$ 17,897,515</b>	<b>\$ 43,369,241</b>

<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>Aug Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Aug (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 3,164,848	\$ 796,849	\$ 272,252	25%	\$ 2,889,625	\$ 736,599	25%
Instructional	13,874,092	3,520,845	\$ 1,053,834	25%	15,315,073	4,009,999	26%
Non-Instructional	15,967,813	3,816,086	\$ 1,284,210	24%	15,943,963	3,769,088	24%
OPS	6,187,431	1,023,905	\$ 478,895	17%	5,641,943	979,850	17%
Personnel Benefits	8,837,572	2,224,490	\$ 734,169	25%	8,943,709	2,216,610	25%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 48,031,756</b>	<b>\$ 11,382,175</b>	<b>\$ 3,823,360</b>	<b>24%</b>	<b>\$ 48,734,313</b>	<b>\$ 11,712,146</b>	<b>24%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 5,153,543	\$ 1,103,290	\$ 405,233	21%	\$ 6,097,437	\$ 1,212,005	20%
Material & Supplies	2,724,174	873,704	\$ 138,048	32%	3,246,255	1,164,490	36%
Other Current Charges	6,607,283	1,574,845	\$ 372,668	24%	3,194,619	2,076,344	65%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 14,485,000</b>	<b>\$ 3,551,839</b>	<b>\$ 915,949</b>	<b>25%</b>	<b>\$ 12,538,311</b>	<b>\$ 4,452,839</b>	<b>36%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 750,000</b>	<b>\$ 48,513</b>	<b>\$ 25,155</b>	<b>6%</b>	<b>\$ 949,201</b>	<b>\$ 227,849</b>	<b>24%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 63,266,756</b>	<b>\$ 14,982,527</b>	<b>\$ 4,764,464</b>	<b>24%</b>	<b>\$ 62,221,825</b>	<b>\$ 16,392,834</b>	<b>26%</b>

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

**Issued in September 2016**

<b>Purchase Order</b>	<b>Purchase Order Date</b>	<b>Supplier</b>	<b>Total PO Amount</b>	<b>Description</b>	<b>Approval/Exemption</b>
PO-005164	9/19/2016	Kenworth of Jacksonville	\$229,110.00	Tractor trailer trucks for the new Commercial Vehicle Driving PSAV program.	EXEMPTION per FAC 6A-14.0734(2)© Purchases at the unit or contract price established through competitive solicitations by any unit of government established by law or buying cooperatives. FSCJ Bid # 2016-16.
PO-005175	9/21/2016	Lamp Sales Unlimited	\$467,036.80	Lamps, Ballasts etc.	TCC & Siemens Energy Savings Performance Contract approved at the 8/15/16 BOT meeting.
PO-005189	9/23/2016	Rippee Construction	\$995,965.52	Labor & Materials for TCC Capitol Center improvements.	RFP 2015-01. Improvements approved at 9/19/16 BOT meeting.
PO-005190	9/23/2016	Rippee Construction	\$484,500.92	Labor & Materials for TCC Capitol Center improvements. New Starbucks.	RFP 2015-01. Improvements approved at 9/19/16 BOT meeting.