



June 15, 2020

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 5/26/2020.

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 27, 2020**

REVENUE	Budgeted	Received Year to Date	May Revenues	% of YTD Budget
Student Fees	\$ 25,141,465	24,123,750	\$ 541,237	96%
State Support	34,179,013	29,916,738	\$ 2,484,057	88%
Federal Support	375,000	408,355	\$ 23,706	109%
*Other Revenue	580,000	1,762,525	\$ 200,977	304%
Non-Revenue Sources	1,567,691	-	\$ -	0%
TOTAL REVENUE	\$ 61,843,169	\$ 56,211,368	\$ 3,249,977	91%
EXPENSES	Budgeted	Expended Year to Date	May Expenses	% of YTD Expenses
<u>PERSONNEL COSTS</u>				
Administrative	\$ 3,500,735	\$ 3,223,392	\$ 283,633	92%
Instructional	12,178,112	11,346,066	\$ 1,330,453	93%
Non-Instructional	16,204,691	14,657,464	\$ 1,322,355	90%
OPS	5,557,476	4,896,426	\$ 246,760	88%
Personnel Benefits	10,702,155	8,999,118	\$ 863,585	84%
TOTAL PERSONNEL COSTS	\$ 48,143,169	\$ 43,122,466	\$ 4,046,786	90%
<u>CURRENT EXPENSES</u>				
Services	\$ 4,843,864	\$ 3,138,776	\$ 203,143	65%
Material & Supplies	3,329,612	1,926,031	\$ 114,622	58%
Other Current Charges	5,276,525	4,389,922	\$ 584,661	83%
TOTAL CURRENT EXPENSES	\$ 13,450,000	\$ 9,454,728	\$ 902,425	70%
CAPITAL OUTLAY	\$ 250,000	\$ 63,788	\$ 49,136	26%
TOTAL EXPENSES	\$ 61,843,169	\$ 52,640,982	\$ 4,998,348	85%

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

Issued in May 2020

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-012067	5/20/2020	Broward College	161,509.00	Software AG Assessment	FAC6A14.0734(2)(g) Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.