



April 18, 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 - March

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 3/30/2022.

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 January 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 March 30, 2022

REVENUE	March Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 1,225,440	\$ 1,933,506	\$ 22,015,824	17,401,558	\$ 23,202,077	95%
State Support	3,627,971	2,981,647	24,857,081	26,834,820	35,779,760	69%
Federal Support	147,971	83,333	2,760,930	750,000	1,000,000	276%
Other Revenue	76,825	105,680	1,577,220	951,122	1,268,163	124%
Non-Revenue Sources	-	83,333	-	750,000	1,000,000	0%
TOTAL REVENUE	5,078,207	5,187,500	51,211,055	46,687,500	62,250,000	82%
EXPENSES	March Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	268,274	274,414	2,593,811	2,469,726	3,292,968	79%
Instructional	938,993	1,077,597	9,419,768	9,698,370	12,931,160	73%
Non-Instructional	1,166,554	1,332,192	11,468,891	11,989,726	15,986,301	72%
OPS	599,299	514,613	4,560,089	4,631,515	6,175,353	74%
Personnel Benefits	814,402	884,518	7,548,509	7,960,663	10,614,217	71%
TOTAL PERSONNEL COSTS	3,787,522	4,083,333	35,591,068	36,750,000	49,000,000	73%
<u>CURRENT EXPENSES</u>						
Services	302,982	358,239	2,728,929	3,224,153	4,298,870	63%
Material & Supplies	122,594	210,567	1,295,172	1,895,103	2,526,804	51%
Other Current Charges	1,306,158	514,527	5,337,926	4,630,745	6,174,326	86%
TOTAL CURRENT EXPENSES	1,731,734	1,083,333	9,362,027	9,750,000	13,000,000	72%
CAPITAL OUTLAY	-	20,833	60,392	187,500	250,000	24%
TOTAL EXPENSES	\$ 5,519,256	\$ 5,187,500	\$ 45,013,487	\$ 46,687,500	\$ 62,250,000	72%

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

Issued in March 2022

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-015061	3/1/2022	Pocket Nurse Enterprises, Inc.	111,964.15	Nursing simulators and lab equipment for the Ghazvini Healthcare Center.	Omnia Contract # R190201
PO-015069	3/1/2022	Pocket Nurse Enterprises, Inc.	205,960.60	Educational equipment and supplies for the Ghazvini Healthcare Center.	Omnia Contract # R190201
PO-015137	3/14/2022	Hand2mind, Inc.	190,107.75	Specialized training kits for the B.E.S.T Standards Mathematics Professional Learning Events in 2022.	Exempt per FAC 6A-14.0734(2)(f) - Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-015157	3/22/2022	Frazier Consulting	248,000.00	Development of a Standard Operating Guide for the creation of an Alternative Career & Technical Teacher Certification Program for the Florida Department of Corrections.	Exempt per FAC 6A-14.0734(2)(f) - Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-015195	3/28/2022	Orlando Magic dba Orlando Events Center Enterprises, LLC	175,000.00	Advertising and promotional benefits with the Orlando Magic.	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-015196	3/28/2022	Tampa Bay Rays Baseball. Ltd.	175,000.00	Advertising and promotional benefits with the Tampa Bay Rays.	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-015197	3/28/2022	Microsoft Corporation	117,686.00	Microsoft Unified Support Licensing Enrollment Agreement for TCC.	Microsoft State of Florida Contract # 43230000-15-01