



March 21, 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 - February

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 2/28/2022.

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 February 28, 2022

REVENUE	February Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 404,924	\$ 1,933,506	\$ 19,778,428	15,468,051	\$ 23,202,077	85%
State Support	2,512,603	2,981,647	20,113,742	23,853,173	35,779,760	56%
Federal Support	96,127	83,333	2,571,528	666,667	1,000,000	257%
Other Revenue	153,228	105,680	1,497,022	845,442	1,268,163	118%
Non-Revenue Sources	-	83,333	-	666,667	1,000,000	0%
TOTAL REVENUE	3,166,882	5,187,500	43,960,720	41,500,000	62,250,000	71%
EXPENSES	February Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	281,527	274,414	2,325,537	2,195,312	3,292,968	71%
Instructional	1,280,202	1,161,597	8,451,659	9,292,773	13,939,160	61%
Non-Instructional	1,218,088	1,248,858	10,301,941	9,990,868	14,986,301	69%
OPS	483,330	513,946	3,964,568	4,111,569	6,167,354	64%
Personnel Benefits	864,853	884,518	6,731,979	7,076,145	10,614,217	63%
TOTAL PERSONNEL COSTS	4,128,000	4,083,333	31,775,683	32,666,667	49,000,000	65%
<u>CURRENT EXPENSES</u>						
Services	260,821	360,839	2,392,370	2,886,715	4,330,072	55%
Material & Supplies	113,557	209,688	1,160,517	1,677,501	2,516,252	46%
Other Current Charges	208,379	515,723	3,985,411	4,125,784	6,188,676	64%
TOTAL CURRENT EXPENSES	582,757	1,086,250	7,538,298	8,690,000	13,035,000	58%
CAPITAL OUTLAY	-	20,833	60,392	166,667	250,000	24%
TOTAL EXPENSES	\$ 4,710,757	\$ 5,190,417	\$ 39,374,373	\$ 41,523,333	\$ 62,285,000	63%

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

Issued in February 2022

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-014953	2/2/2022	Nascar Enterprises LLC Daytona International Speedway LLC	100,000.00	Advertising and promotional benefits with NASCAR Enterprises LLC	Exempt per FAC 6A-14.0734(2)(h) - Single source procurements for purposes of economy or efficiency in standardization of materials or equipment.
PO-014967	2/4/2022	Integrated Facility Systems, Inc.	246,507.00	Furniture upgrades for the Student Union	REF: State of Florida Contract#56120000-19-ACS
PO-014988	2/9/2022	Pure Air Control Services, Inc.	207,692.00	Equipment & Services for cleaning the HVAC system in the Science & Math Building	E&I Cooperative Contract # CNR-01488
PO-014994	2/9/2022	Bally Sports Florida	200,000.00	Advertising and promotional benefits with Fox Sports Florida/Sun Sports	Exempt per FAC 6A-14.0734(2)(h) - Single source procurements for purposes of economy or efficiency in standardization of materials or equipment.
PO-015020	2/16/2022	Perdue, Inc.	168,748.45	Furniture upgrades for the Student Union	REF: State of Florida Contract#56120000-19-ACS