



February 19, 2018

## MEMORANDUM

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

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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 January 26, 2018.

### 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 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.

### Staff Resource

Barbara Wills

### Recommended Action

For information only, no Board action required.

**Tallahassee Community College  
Fund Analysis  
Unrestricted Current Fund  
As of January 26, 2018**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>				
Student Fees	\$ 24,810,789	21,087,096	\$ 3,723,693				
State Support	31,992,435	15,120,081	\$ 16,872,354				
Federal Support	200,204	1,934	\$ 198,270				
Other Revenue	890,629	393,401	\$ 497,228				
Non Revenue Sources	1,000,000	-	1,000,000				
<b>TOTAL REVENUE</b>	<b>\$ 58,894,057</b>	<b>\$ 36,602,512</b>	<b>\$ 22,291,545</b>				
<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>Jan Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Jan (PY) * Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 3,460,123	\$ 1,849,560	\$ 253,540	53%	\$ 3,402,517	\$ 1,609,089	47%
Instructional	10,610,651	7,436,364	\$ 938,890	70%	12,840,558	6,725,945	52%
Non-Instructional	16,051,939	8,925,613	\$ 1,264,298	56%	16,746,376	7,814,569	47%
OPS	5,953,169	3,164,716	\$ 392,568	53%	5,821,431	2,630,094	45%
Personnel Benefits	9,868,175	5,328,964	\$ 757,736	54%	9,220,874	4,431,314	48%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 45,944,057</b>	<b>\$ 26,705,217</b>	<b>\$ 3,607,032</b>	<b>58%</b>	<b>\$ 48,031,756</b>	<b>\$ 23,211,011</b>	<b>48%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 4,951,552	\$ 2,516,576	\$ 403,403	51%	\$ 4,428,894	\$ 2,319,248	52%
Material & Supplies	3,470,693	1,066,929	\$ 165,370	31%	3,472,747	1,417,759	41%
Other Current Charges	5,827,755	2,231,520	\$ 201,666	38%	6,583,359	2,433,908	37%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 14,250,000</b>	<b>\$ 5,815,025</b>	<b>\$ 770,439</b>	<b>41%</b>	<b>\$ 14,485,000</b>	<b>\$ 6,170,915</b>	<b>43%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 700,000</b>	<b>\$ 64,082</b>	<b>\$ 5,585</b>	<b>9%</b>	<b>\$ 750,000</b>	<b>\$ 660,438</b>	<b>88%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 60,894,057</b>	<b>\$ 32,584,324</b>	<b>\$ 4,383,056</b>	<b>54%</b>	<b>\$ 63,266,756</b>	<b>\$ 30,042,364</b>	<b>47%</b>

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

**Issued in January 2018**

<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-007854	1/16/2018	Lumen Learning	150,000.00	Lumen Learning Open Courseware for Fall 2017, Spring 2018 & Summer 2018	Exempt per FAC 6A-14.0734(2) (a) Exception due to instructional materials and educational textbooks.
PO-007856	1/16/2018	Clarity Activation Partners	110,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign.	EXEMPTION # 6A-14.0734, FAC (6) 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-007857	1/16/2018	IMG College LLC	120,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign at the University of Miami.	EXEMPTION # 6A-14.0734, FAC (6) 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-007858	1/16/2018	Miami Heat Limited Partnership	175,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-007859	1/16/2018	IMG College LLC	120,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign at FSU.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE or Sole Source)
PO-007861	1/16/2018	IMG College LLC	120,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign at University of Florida.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE or Sole Source)

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PO-007862	1/16/2018	Bucaneers Team LLC	100,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign with Tampa Bay Bucaneers.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE or Sole Source)
PO-007864	1/16/2018	Fox Sports Net Florida Inc.	200,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign at various sporting events.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE or Sole Source)
PO-007865	1/16/2018	Florida Panthers Hockey Club, Ltd.	175,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign at Florida Panthers games.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE or Sole Source)
PO-007866	1/16/2018	Miami Dolphins Ltd.	175,000.00	Advertising & promotional benefits for DOT Drive Sober or Get Pulled Over campaign at Miami Dolphins games.	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE or Sole Source)