



January 16, 2018

MEMORANDUM

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

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of December 13, 2017.

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 months of November through December 13, 2017, 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 December 13, 2017**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 24,810,789	18,756,606	\$ 6,054,183				
State Support	31,992,435	10,800,057	\$ 21,192,378				
Federal Support	200,204	1,238	\$ 198,966				
Other Revenue	890,629	139,643	\$ 750,986				
Non Revenue Sources	1,000,000	-	1,000,000				
TOTAL REVENUE	\$ 58,894,057	\$ 29,697,544	\$ 29,196,513				
EXPENSES	Budgeted	Expended Year to Date	Nov & Dec Expenses	% of YTD Expenses	Prior Year (PY) Budget	Nov & Dec (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 3,460,123	\$ 1,596,020	\$ 533,537	46%	\$ 3,402,517	\$ 1,608,767	47%
Instructional	12,110,651	6,497,475	\$ 2,017,084	54%	12,840,558	6,725,946	52%
Non-Instructional	15,051,939	7,661,316	\$ 2,512,020	51%	16,746,376	7,827,978	47%
OPS	5,453,169	2,772,147	\$ 1,162,433	51%	5,821,431	2,630,484	45%
Personnel Benefits	9,868,175	4,571,228	\$ 1,515,166	46%	9,220,874	4,436,070	48%
TOTAL PERSONNEL COSTS	\$ 45,944,057	\$ 23,098,186	\$ 7,740,240	50%	\$ 48,031,756	\$ 23,229,245	48%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,951,552	\$ 2,113,173	\$ 617,006	43%	\$ 4,428,894	\$ 2,009,317	45%
Material & Supplies	3,470,693	901,559	\$ 417,164	26%	3,472,747	1,334,664	38%
Other Current Charges	5,827,755	2,029,854	\$ 646,230	35%	6,583,359	2,317,316	35%
TOTAL CURRENT EXPENSES	\$ 14,250,000	\$ 5,044,586	\$ 1,680,400	35%	\$ 14,485,000	\$ 5,661,297	39%
CAPITAL OUTLAY	\$ 700,000	\$ 58,497	\$ 58,497	8%	\$ 750,000	\$ 636,643	85%
TOTAL EXPENSES	\$ 60,894,057	\$ 28,201,268	\$ 9,479,136	46%	\$ 63,266,756	\$ 29,527,185	47%

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

Issued in November through December 13, 2017

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-007590	11/1/2017	NCS Pearson, Inc.	141,600.00	5,900 hours of Smarthinking tutoring services.	Exempt per 6A-14.0734, Fac (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-007595	11/2/2017	M&B Enterprises of Central Florida LLC, DBA Storm Ready Services	350,000.00	Services provide for the Mobile Home Tie-Down project.	TCC RFP 2018-05
PO-007596	11/2/2017	Windstorm Mitigation Inc.	1,000,000.00	Services provide for the Mobile Home Tie-Down project.	TCC RFP 2018-05
PO-007607	11/3/2017	Andrews, Crabtree, Knox & Longfellow	130,000.00	Legal services for TCC Board of Trustees.	RFQ 2015-09
PO-007731	12/5/2017	Brooks Building Solutions	1,732.00	New chiller & 10 year preventative maintenance program for TCC Capitol Center	National IPA Cooperative Contract # R150505, TCC Participation Agency # 2519485