

January 20, 2026

**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 - December

**Item Description**

This item is to provide the Board a summary of the College's operating revenues and expenses as of 12/31/2025.

**Overview and Background**

As directed in the Florida College System 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 months of November and December 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 State College Fund Analysis**  
**Unrestricted Current Fund**  
**As of December 31, 2025**

REVENUE	December Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 2,225,880	\$ 2,661,292	\$ 26,077,792	\$ 15,967,749	\$ 31,935,498	82%
State Support	311,378	3,869,324	20,358,929	23,215,944	46,431,887	44%
Federal Support	31,031	62,500	268,758	375,000	750,000	36%
Other Revenue	114,680	41,667	2,051,375	250,000	500,000	410%
<b>TOTAL REVENUE</b>	<b>2,682,969</b>	<b>6,634,782</b>	<b>48,756,854</b>	<b>39,808,693</b>	<b>79,617,385</b>	<b>61%</b>
EXPENSES	December Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<b>PERSONNEL COSTS</b>						
Administrative	292,312	291,667	1,744,137	1,750,000	3,500,000	50%
Instructional	1,291,609	1,333,333	7,730,791	8,000,000	16,000,000	48%
Non-Instructional	1,634,162	1,541,667	9,729,215	9,250,000	18,500,000	53%
OPS	808,159	625,000	4,431,659	3,750,000	7,500,000	59%
Personnel Benefits	1,525,006	1,259,782	8,514,645	7,558,693	15,117,385	56%
<b>TOTAL PERSONNEL COSTS</b>	<b>5,551,248</b>	<b>5,051,449</b>	<b>32,150,447</b>	<b>30,308,693</b>	<b>60,617,385</b>	<b>53%</b>
<b>CURRENT EXPENSES</b>						
Services	908,246	358,333	3,013,685	2,150,000	4,300,000	70%
Material & Supplies	96,410	283,333	1,889,682	1,700,000	3,400,000	56%
Other Current Charges	388,034	775,000	4,287,468	4,650,000	9,300,000	46%
<b>TOTAL CURRENT EXPENSES</b>	<b>1,392,690</b>	<b>1,416,667</b>	<b>9,190,835</b>	<b>8,500,000</b>	<b>17,000,000</b>	<b>54%</b>
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>166,667</b>	<b>32,557</b>	<b>1,000,000</b>	<b>2,000,000</b>	<b>2%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 6,943,938</b>	<b>\$ 6,634,782</b>	<b>\$ 41,373,839</b>	<b>\$ 39,808,693</b>	<b>\$ 79,617,385</b>	<b>52%</b>

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

Issued in November &amp; December 2025

Purchase Order	Date Issued	Supplier	Total PO Amount	Description	Approval/Exemption
PO-024683	11/9/2025	Premier Sports Medicine of FL, LLC	148,000.00	Sports medicine management and athletic training services for student athletes.	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, instructional services, health services, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-024708	11/12/2025	Miami Heat Limited Partnership	175,000.00	Advertising and promotional benefits with Miami Heat Basketball.	2 CFR 200.320 (c) (2) for federal awards - Services or commodities available only from a single or sole source.
PO-024709	11/12/2025	Jacksonville Jaguars, LLC	178,250.00	Advertising and promotional benefits with Jacksonville Jaguars Football.	2 CFR 200.320 (c) (2) for federal awards - Services or commodities available only from a single or sole source.
PO-024732	11/17/2025	Orlando Magic, dba Orlando Events Center Enterprises, LLC.	175,000.00	Advertising and promotional benefits with Orlando Magic.	2 CFR 200.320 (c) (2) for federal awards - Services or commodities available only from a single or sole source.
PO-024791	11/26/2025	Florida Institute for Classical Learning, Inc.	225,000.00	Services to develop plan to host a classical education symposium.	3 CFR 200.320 (c) (2) for federal awards - Services or commodities available only from a single or sole source.
PO-024842	12/5/2025	Ad Astra Information Systems	109,864.80	Academic scheduling software (grant funded).	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, instructional services, health services, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-024860	12/10/2025	CareerSource Tampa Bay	240,000.00	Development and delivery of Career Success Workshop Modules (grant funded).	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, instructional services, health services, lectures by individuals, attorneys, legal services, auditors, and management consultants.