TALLAHASSEE STATE COLLEGE

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September 21, 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 - August

Item Description
This item is to provide the Board a summary of the College's operating revenues and expenses as of 8/31/2026.

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 August 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 August 30, 2026

REVENUE		August Actual		Month Budget		YTD Actual		YTD Budget		Annual Budget	% of YTD Budget
Student Fees	$	1,763,272	$	2,661,291.50	$	14,225,591	$	5,322,583	$	31,935,498	45%
State Support		3,608,076		3,869,324		7,034,017		7,738,648		46,431,887	15%
Federal Support		40,830		62,500		101,899		125,000		750,000	14%
Other Revenue		117,543		41,667		286,510		83,333		500,000	57%
TOTAL REVENUE		5,529,721		6,634,782		21,648,017		13,269,564		79,617,385	27%

EXPENSES		August Actual		Month Budget		YTD Actual		YTD Budget		Annual Budget	% of YTD Expenses
PERSONNEL COSTS											
Administrative		284,508		320,833		571,400		641,667		3,850,000	15%
Instructional		1,133,582		1,458,333		2,714,995		2,916,667		17,500,000	16%
Non-Instructional		1,632,859		1,583,333		3,253,008		3,166,667		19,000,000	17%
OPS		390,943		583,333		913,961		1,166,667		7,000,000	13%
Personnel Benefits		1,475,614		1,200,842		3,042,431		2,401,684		14,410,106	21%
TOTAL PERSONNEL COSTS		4,917,506		5,146,676		10,495,795		10,293,351		61,760,106	17%
CURRENT EXPENSES											
Services		341,526		358,333		1,148,906		716,667		4,300,000	27%
Material & Supplies		160,313		283,333		342,272		566,667		3,400,000	10%
Other Current Charges		702,937		775,000		2,408,785		1,550,000		9,300,000	26%
TOTAL CURRENT EXPENSES		1,204,776		1,416,667		3,899,963		2,833,333		17,000,000	23%
CAPITAL OUTLAY		-		166,667		10,000		333,333		2,000,000	1%
TOTAL EXPENSES	$	6,122,282	$	6,730,009	$	14,405,758	$	13,460,018	$	80,760,106	18%

Purchase Orders from $100,000 to $324,999 + Issued in August 2026					
Purchase Order	**Date Issued**	**Supplier**	**Total PO Amount**	**Description**	**Approval/Exemption**
PO-026343	8/4/2026	Millerworks	278,399.00	Demolition and installation of new boiler at FPSI	Exemption per FAC 6A-14.0734 (3) - Emergency Repairs.
PO-026408	8/11/2026	Premier Sports Medicine of FL, LLC	152,000.00	To provide athletic trainers and associated services for TSC Athletic Department.	Exemption 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-026465	8/20/2026	ServiceNow, Inc.	160,162.20	IT Service platform with AI enhancements.	Exemption per FAC 6A-14.0734 (2)(g) - Information technology resources defined as all forms of technology used to create, process, store, and use information in various forms of voice, video and data, that provide direct information technology support consistent with each individual college’s information technology plan.
PO-026491	8/24/2026	HPI Torchlight, LLC	281,400.00	Leasing for Student Athlete Housing.	Renewal of current agreement from prior year.