




April 16, 2012

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Fund Analysis - March 2012

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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 March 31, 2012.

### 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 (fund1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (Section 1011.30), the Board of Trustees must approve the college's operating fund (fund 1) budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits maintained. Additionally, the board has requested a report of all purchases over \$100,000 and less than \$250,000. The report 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

Teresa Smith

### Recommended Action

For information only, no Board action required.

**Tallahassee Community College  
Fund Analysis  
Unrestricted Current Fund  
As of March 31, 2012**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>
Student Fees	\$ 34,270,043	\$ 26,719,776	\$ 7,550,267
State Support	28,576,842	19,537,076	\$ 9,039,766
Federal Support	900,000	44,366	\$ 855,634
Other Revenue	154,000	162,331	\$ (8,331)
Non Revenue Sources	300,000	312	299,688
<b>TOTAL REVENUE</b>	<b>\$ 64,200,885</b>	<b>\$ 46,463,861</b>	<b>\$ 17,737,024</b>

<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>March Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Mar (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 2,369,118	\$ 1,816,642	\$ 206,824	77%	\$ 2,530,843	1,673,512	66%
Instructional	15,380,585	10,990,435	\$ 1,328,607	71%	14,592,296	10,343,601	71%
Non-Instructional	15,601,997	10,738,662	\$ 1,223,124	69%	14,016,887	9,554,623	68%
OPS	8,984,022	6,553,722	\$ 736,554	73%	9,002,431	6,425,749	71%
Personnel Benefits	7,464,309	5,299,343	\$ 619,280	71%	8,298,702	6,114,727	74%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 49,800,031</b>	<b>\$ 35,398,804</b>	<b>\$ 4,114,389</b>	<b>71%</b>	<b>\$ 48,441,159</b>	<b>\$ 34,112,212</b>	<b>70%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 5,820,635	\$ 3,762,650	\$ 388,785	65%	\$ 5,478,073	\$ 3,734,900	68%
Material & Supplies	2,906,979	1,532,922	\$ 179,500	53%	4,523,271	1,516,462	34%
Transfers	5,000,000	-	\$ -	0%	-	-	0%
Other Current Charges	4,317,548	2,852,172	\$ 96,636	66%	3,931,126	2,902,825	74%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 18,045,162</b>	<b>\$ 8,147,744</b>	<b>\$ 664,921</b>	<b>45%</b>	<b>\$ 13,932,470</b>	<b>\$ 8,154,187</b>	<b>59%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 987,012</b>	<b>\$ 602,468</b>	<b>\$ 28,683</b>	<b>61%</b>	<b>\$ 875,967</b>	<b>\$ 402,546</b>	<b>46%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 68,832,205</b>	<b>\$ 44,149,016</b>	<b>\$ 4,807,993</b>	<b>64%</b>	<b>\$ 63,249,596</b>	<b>\$ 42,668,945</b>	<b>67%</b>

**Purchase Orders From \$100,000.00 to \$249,999.99 For 2012**

**Issued in March 2012**

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2012-2818	Preusser Research Group, Inc.	\$184,000.00	Florida Safety Belt Survey.	25003132-FDOT Statewide Safety Belt Survey	Reference DOT Contract#AQK17 and 6A-14.0734(2)(f) FAC, professional services