




August 19, 2013

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Fund Analysis - July 2013

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of July 31, 2013.

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 (Section 2011.30), 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. That report for the month of July 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 July 31, 2013**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance
Student Fees	\$ 32,486,129	\$ 3,929,573	\$ 28,556,556
State Support	28,490,297	2,016,475	\$ 26,473,822
Federal Support	977,796	4,270	\$ 973,526
Other Revenue	295,847	43,687	\$ 252,160
Non Revenue Sources	316,328	(3,016)	319,344
TOTAL REVENUE	\$ 62,566,397	\$ 5,990,989	\$ 56,575,408

EXPENSES	Budgeted	Expended Year to Date	July Expenses	% of YTD Expenses	Prior Year (PY) Budget	July (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,715,751	\$ 232,808	\$ 232,808	9%	\$ 2,743,685	\$ 316,672	12%
Instructional	15,815,585	1,149,988	\$ 1,149,988	7%	16,259,171	1,228,388	8%
Non-Instructional	15,711,012	1,459,357	\$ 1,459,357	9%	15,243,650	1,187,300	8%
OPS	6,382,405	165,095	\$ 165,095	3%	9,759,320	644,664	7%
Personnel Benefits	8,274,756	739,850	\$ 739,850	9%	7,656,029	639,723	8%
TOTAL PERSONNEL COSTS	\$ 48,899,509	\$ 3,747,098	\$ 3,747,098	8%	\$ 51,661,855	\$ 4,016,747	8%
<u>CURRENT EXPENSES</u>							
Services	\$ 6,319,462	\$ 1,071,815	\$ 1,071,815	17%	\$ 5,080,722	\$ 786,724	15%
Material & Supplies	2,340,759	80,825	\$ 80,825	3%	3,278,042	64,692	2%
Other Current Charges	3,171,298	309,084	\$ 309,084	10%	4,257,706	304,449	7%
TOTAL CURRENT EXPENSES	\$ 11,831,519	\$ 1,461,724	\$ 1,461,724	12%	\$ 12,616,470	\$ 1,155,865	9%
CAPITAL OUTLAY	\$ 789,592	\$ 92,011	\$ 92,011	12%	\$ 820,000	\$ 56,840	7%
TOTAL EXPENSES	\$ 61,520,620	\$ 5,300,833	\$ 5,300,833	9%	\$ 65,098,325	\$ 5,229,452	8%

Purchase Orders From \$100,000.00 to \$249,999.99 For 2013-2014

Issued in July 2013

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2014-0012	OFFICE DEPOT INC	\$225,000.00	Campus office materials and supplies.	16331000- General Svcs Receive/Inventory	REF: State Contract#618-000-11-1; Office and Educational Consumables
2014-0019	SHI	\$151,123.69	Microsoft license, maintenance, services and software.	16312000- Information Systems	State Contract#252-001-09-1; Microsoft License, Maintenance & Services (Expires 03/31/2015)
2014-0130	REINHART FOODSERVICE LLC	\$200,000.00	Food products for FPSI Cafeteria.	31035020- Law Enforcement Acad-Cafeteria	Exempt Per 6A-14.0734(2)(D); Food
2014-0142	CHENEY BROTHER, INC.	\$186,000.00	Food products for FPSI Cafeteria.	31035020- Law Enforcement Acad-Cafeteria	Exempt Per 6A-14.0734(2)(D); Food
2014-0308	CITY OF TALLAHASSEE- STAR METRO	\$162,597.96	Transportation (Bus) services for TCC students for 2013-2014.	25103042-Star Metro	Exempt per 6A-14.0734(2)(E); Sole Source