




January 17, 2017

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 16, 2016.

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 and December are 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 16, 2016**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 26,191,302	18,340,717	\$ 7,850,584				
State Support	33,266,454	9,523,381	\$ 23,743,073				
Federal Support	309,000	2,837	\$ 306,163				
Other Revenue	500,000	223,634	\$ 276,366				
Non Revenue Sources	1,000,000	-	1,000,000				
TOTAL REVENUE	\$ 61,266,756	\$ 28,090,570	\$ 33,176,186				
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	\$ 3,402,517	\$ 1,608,767	\$ 532,861	47%	\$ 2,889,625	\$ 1,509,458	52%
Instructional	12,840,558	6,725,946	\$ 2,156,729	52%	15,315,073	7,206,375	47%
Non-Instructional	16,746,376	7,827,978	\$ 2,682,638	47%	15,943,963	7,615,991	48%
OPS	5,821,431	2,630,484	\$ 1,057,525	45%	5,641,943	2,542,227	45%
Personnel Benefits	9,220,874	4,436,070	\$ 1,476,122	48%	8,943,709	4,355,296	49%
TOTAL PERSONNEL COSTS	\$ 48,031,756	\$ 23,229,245	\$ 7,905,875	48%	\$ 48,734,313	\$ 23,229,347	48%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,428,894	\$ 2,009,317	\$ 506,492	45%	\$ 4,937,057	\$ 2,096,605	42%
Material & Supplies	3,472,747	1,334,664	\$ 320,002	38%	2,605,787	1,472,431	57%
Other Current Charges	6,583,359	2,317,316	\$ 522,990	35%	4,995,467	3,456,530	69%
TOTAL CURRENT EXPENSES	\$ 14,485,000	\$ 5,661,297	\$ 1,349,484	39%	\$ 12,538,311	\$ 7,025,566	56%
CAPITAL OUTLAY	\$ 750,000	\$ 636,643	\$ 504,700	85%	\$ 949,201	\$ 338,686	36%
TOTAL EXPENSES	\$ 63,266,756	\$ 29,527,185	\$ 9,760,059	47%	\$ 62,221,825	\$ 30,593,599	49%

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

Issued in November & December 2016

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-005504	11/17/2016	Seapa USA	107,170.20	Miscellaneous supplies for the WEI Oyster Aquaculture Program	Exempt per FAC 6A-14.0734 (2) Single Source
PO-005521	11/21/2016	Jacksonville Jaguars	125,000.00	Advertising & promotional benefits	Exempt per FAC 6A-14.0734 (2) Single Source
PO-005522	11/21/2016	IMG College LLC	120,000.00	Advertising & promotional benefits	Exempt per FAC 6A-14.0734 (2) Single Source
PO-005523	11/21/2016	Clarity Activation Partners	100,000.00	Advertising & promotional benefits	Exempt per FAC 6A-14.0734 (2) (f) Professional Services
PO-005524	11/21/2016	IMG College LLC	120,000.00	Advertising & promotional benefits	Exempt per FAC 6A-14.0734 (2) Single Source
PO-005527	11/23/2016	Andrews, Crabtree, Knox & Longfellow, LLP	195,000.00	Legal services for the TCC Board of Trustees	RFQ 2015-09
PO-005604	12/13/2016	Smardt Inc.	166,613.00	New 500 ton chiller and accessories	TCC and Siemens Energy Savings Contract, DMS Contract # 973-320-08-1