



October 14, 2019

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 - September

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 9/25/2019.

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 September 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 Community College
Fund Analysis
Unrestricted Current Fund
As of September 25, 2019**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 25,141,465	10,698,340	\$ 14,443,125				
State Support	34,179,013	7,195,241	\$ 26,983,772				
Federal Support	375,000	96,794	\$ 278,206				
Other Revenue	580,000	838,008	\$ (258,008)				
Non-Revenue Sources	1,567,691	-	\$ 1,567,691				
TOTAL REVENUE	\$ 61,843,169	\$ 18,828,383	\$ 43,014,786				
EXPENSES	Budgeted	Expended Year to Date	Sep Expenses	% of YTD Expenses	Prior Year (PY) Budget	PY YTD Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 3,500,735	\$ 865,260	\$ 287,849	25%	\$ 3,203,115	\$ 830,078	26%
Instructional	12,178,112	3,227,150	\$ 922,249	26%	11,071,010	3,481,443	31%
Non-Instructional	16,204,691	4,073,544	\$ 1,341,050	25%	16,740,894	3,885,009	23%
OPS	5,557,476	1,069,378	\$ 462,977	19%	5,879,441	1,067,497	18%
Personnel Benefits	10,702,155	2,468,380	\$ 800,374	23%	10,372,933	2,477,360	24%
TOTAL PERSONNEL COSTS	\$ 48,143,169	\$ 11,703,712	\$ 3,814,499	24%	\$ 47,267,393	\$ 11,741,387	25%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,843,864	\$ 801,339	\$ 310,988	17%	\$ 4,774,375	\$ 1,093,513	23%
Material & Supplies	3,329,612	716,166	\$ 270,705	22%	3,341,739	442,212	13%
Other Current Charges	5,276,525	1,271,016	\$ 307,707	24%	5,133,886	1,251,637	24%
TOTAL CURRENT EXPENSES	\$ 13,450,000	\$ 2,788,521	\$ 889,400	21%	\$ 13,250,000	\$ 2,787,362	21%
CAPITAL OUTLAY	\$ 250,000	\$ -	\$ -	0%	\$ 700,000	\$ -	0%
TOTAL EXPENSES	\$ 61,843,169	\$ 14,492,234	\$ 4,703,899	23%	\$ 61,217,393	\$ 14,528,749	24%

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

Issued in September 2019

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-011180	9/3/2019	TeamDynamix Solutions LLC	100,000.00	TeamDynamix Site License	Exempt per FAC 6A-14.0734(2)(G) Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-011232	9/11/2019	M&B Enterprises of Central Florida LLC, dba Storm Ready Services	150,000.00	Windstorm Mitigation Services, Mobile Home Tie-Down Program	TCC RFP 2018-05