



January 21, 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 - December

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 12/13/2019.

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 months of November and December 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 December 13, 2019**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance
Student Fees	\$ 25,141,465	17,317,785	\$ 7,823,680
State Support	34,179,013	14,904,139	\$ 19,274,874
Federal Support	375,000	215,419	\$ 159,581
Other Revenue	580,000	1,371,699	\$ (791,699)
Non-Revenue Sources	1,567,691	-	\$ 1,567,691
TOTAL REVENUE	\$ 61,843,169	\$ 33,809,042	\$ 28,034,127

EXPENSES	Budgeted	Expended Year to Date	Nov & Dec Expenses	% of YTD Expenses	Prior Year (PY) Budget	PY YTD Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 3,500,735	\$ 1,791,607	\$ 579,771	51%	\$ 3,203,115	\$ 1,713,494	53%
Instructional	12,178,112	6,236,136	\$ 2,033,087	51%	11,071,010	6,596,100	60%
Non-Instructional	16,204,691	8,035,343	\$ 2,640,984	50%	16,740,894	7,806,068	47%
OPS	5,557,476	2,824,219	\$ 1,193,123	51%	5,879,441	2,826,038	48%
Personnel Benefits	10,702,155	4,902,293	\$ 1,629,482	46%	10,372,933	4,891,914	47%
TOTAL PERSONNEL COSTS	\$ 48,143,169	\$ 23,789,599	\$ 8,076,447	49%	\$ 47,267,393	\$ 23,833,614	50%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,843,864	\$ 1,697,528	\$ 538,660	35%	\$ 4,774,375	\$ 2,063,726	43%
Material & Supplies	3,329,612	1,161,149	\$ 224,565	35%	3,341,739	969,728	29%
Other Current Charges	5,276,525	2,165,736	\$ 472,192	41%	5,133,886	2,057,402	40%
TOTAL CURRENT EXPENSES	\$ 13,450,000	\$ 5,024,413	\$ 1,235,416	37%	\$ 13,250,000	\$ 5,090,856	38%
CAPITAL OUTLAY	\$ 250,000	\$ -	\$ -	0%	\$ 700,000	\$ 19,616	3%
TOTAL EXPENSES	\$ 61,843,169	\$ 28,814,011	\$ 9,311,863	47%	\$ 61,217,393	\$ 28,944,086	47%

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

Issued in November/December 2019

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-011492	11/5/2019	Garland/DBS Inc.	243,805.00	Roofing materials and services to repair/restore roof on AD-27 Building	MICPA Contract # 14-5903, Cobb County Board of Commissioners
PO-011515	11/13/2019	Miami Heat Limited Partnership	175,000.00	Advertising & Promotional benefits with Miami Heat	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011516	11/13/2019	Tampa Bay Arena, LP	225,000.00	Advertising & Promotional benefits with Tampa Bay Arena Tampa Bay Lightning	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011517	11/13/2019	Miami Dolphins Ltd.	175,000.00	Advertising & Promotional benefits with Miami Dolphins Ltd.	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011518	11/13/2019	Florida Panthers Hockey Club, Ltd.	175,000.00	Advertising & Promotional benefits with Florida Panthers	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011519	11/14/2019	Marlins Stadium Operator, LLC	175,000.00	Advertising & Promotional benefits with Marlins Stadium Opertaor, LLC	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011520	11/14/2019	Buccaneers Team LLC	100,000.00	Advertising & Promotional benefits with Tampa Bay Buccaneers	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)

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Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-011522	11/14/2019	Daytona International Speedway	100,000.00	Advertising & Promotional benefits with International Speedway Corporation	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011523	11/14/2019	Jackson Jaguars LLC	157,500.00	Advertising & Promotional benefits with Jacksonville Jaguars	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011524	11/14/2019	Orlando Magic d/b/a Orlando Events Center Enterprises, LLC	175,000.00	Advertising & Promotional benefits with Orlando Magic	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011566	11/19/2019	Fox Sports Net Florida Inc.	200,000.00	Advertising & Promotional benefits with Fox Sports Florida/Sun Sports	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011567	11/19/2019	IMG College LLC	120,000.00	Advertising & Promotional benefits with IMG College for University of Miami	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011568	11/19/2019	IMG College LLC	120,000.00	Advertising & Promotional benefits with IMG College for University of Florida	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011569	11/19/2019	Learfield Communications dba IMG College LLC	120,000.00	Advertising & Promotional benefits with IMG College for Florida State University	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-011572	11/20/2019	Clarity Activation Partners	110,000.00	Advertising & Promotional benefits with Clarity Activation Partners	Exempt per FAC EXEMPTION # 6A-14.0734 (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)

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Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-011617	12/4/2019	Garland/DBS Inc.	101,356.00	Roofing materials and services to repair/restore roof on TCC Building # 45	MICPA Contract # 14-5903, Cobb County Board of Commissioners