



October 17, 2022

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 9/30/2022.

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

N/A.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

Presented as an information item only.

Tallahassee Community College Fund Analysis
Unrestricted Current Fund
As of September 30, 2022

REVENUE	September Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 558,614	\$ 2,070,228	\$ 11,907,773	\$ 6,210,684	\$ 24,842,734	48%
State Support	2,554,763	3,080,652	7,769,094	9,241,957	36,967,829	21%
Federal Support	96,609	41,667	363,710	125,000	500,000	73%
Other Revenue	92,938	47,917	306,927	143,750	575,000	53%
Non-Revenue Sources	-	83,333	-	250,000	1,000,000	0%
TOTAL REVENUE	3,302,924	5,323,797	20,347,504	15,971,391	63,885,563	32%
EXPENSES	September Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	287,795	317,146	916,542	951,439	3,805,756	24%
Instructional	1,051,204	1,133,698	3,356,999	3,401,095	13,604,381	25%
Non-Instructional	1,217,252	1,342,102	3,642,179	4,026,306	16,105,224	23%
OPS	620,703	508,165	976,299	1,524,495	6,097,979	16%
Personnel Benefits	868,553	897,685	2,644,430	2,693,056	10,772,223	25%
TOTAL PERSONNEL COSTS	4,045,507	4,198,797	11,536,448	12,596,391	50,385,563	23%
<u>CURRENT EXPENSES</u>						
Services	297,195	354,105	1,084,980	1,062,314	4,249,254	26%
Material & Supplies	292,637	231,881	863,714	695,644	2,782,576	31%
Other Current Charges	619,907	518,181	2,019,835	1,554,543	6,218,170	32%
TOTAL CURRENT EXPENSES	1,209,739	1,104,167	3,968,529	3,312,500	13,250,000	30%
CAPITAL OUTLAY	-	20,833	-	62,500	250,000	0%
TOTAL EXPENSES	\$ 5,255,246	\$ 5,323,797	\$ 15,504,977	\$ 15,971,391	\$ 63,885,563	24%

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

Issued in September 2022

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-016204	9/1/2022	TeamDynamix Solutions, LLC	107,110.50	Annual site license for project and portfolio management and IT service management capabilities.	Exempt from the solicitation process, 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, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-016266	9/13/2022	Siemens Industry, Inc.	275,199.00	Professional services to support TCC's efforts to improve IT security and operations.	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(h) - Single source procurements for purposes of economy or efficiency in standardization of materials or equipment.
PO-016273	9/14/2022	Incline Alchemy	100,800.00	Professional services to provide the assistance in the Workday applications.	Exempt from the solicitation process, 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, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-016329	9/23/2022	American Audio Visual, Inc.	100,000.00	Professional services and equipment for the three-day 2022 Florida Charter School Conference (FCSC) event.	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.