



January 18, 2011

**MEMORANDUM**

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Fund Analysis December 2010

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**Item Description:**

This item is to provide the Board a summary of the College's operating revenues and expenses as of December 31, 2010.

**Overview:**

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 (fund1). Expenditures for direct instruction expenses are also recorded in the operating fund.

**Salient Facts:**

In accordance with Florida Statutes (section 1011.30), the Board of Trustees must approve the College's operating fund (fund 1) budget each fiscal year. This 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 and less than \$250,000. That report is attached to this item.

**Past Actions:**

For information only, no Board action required.

**Future Actions:**

For information only, no Board action required.

**Funding/Financial Matters:**

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 December 31, 2010**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>
Student Fees	\$ 28,870,786	\$ 21,769,948	\$ 7,100,838
State Support	29,716,900	10,867,081	\$ 18,849,819
Federal Support	2,984,383	1,844,307	\$ 1,140,076
Other Revenue	430,342	102,004	\$ 328,338
Non Revenue Sources	150,000	4,277	145,723

**TOTAL REVENUE**                    \$ 62,152,411    \$ 34,587,617    \$ 27,564,794

<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>December Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Dec (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 2,530,843	\$ 1,114,489	\$ 442,936	44%	\$ 2,812,315	1,160,534	41%
Instructional	14,553,531	6,722,738	\$ 2,408,138	46%	14,614,046	7,468,326	51%
Non-Instructional	13,979,643	6,324,894	\$ 2,248,928	45%	12,835,428	6,388,709	50%
OPS	9,002,431	4,329,020	\$ 1,590,052	48%	6,798,199	3,834,708	56%
Personnel Benefits	8,298,702	4,010,780	\$ 1,418,376	48%	8,118,244	3,883,596	48%
Personnel Contingency	76,009	\$ -	\$ -	0%	\$ -	-	0%

**TOTAL PERSONNEL COSTS**            \$ 48,441,159    \$ 22,501,921    \$ 8,108,430            46%    \$ 45,178,232    \$ 22,735,873            50%

**CURRENT EXPENSES**

Services	\$ 5,478,073	\$ 2,443,923	\$ 651,089	45%	\$ 4,950,399	\$ 2,224,412	45%
Material & Supplies	4,523,271	1,067,650	\$ 315,386	24%	2,690,849	1,034,685	38%
Other Current Charges	3,931,126	2,108,318	\$ 1,030,441	54%	4,020,978	2,023,581	50%

**TOTAL CURRENT EXPENSES**            \$ 13,932,470    \$ 5,619,891    \$ 3,567,676            40%    \$ 11,662,226    \$ 5,282,678            45%

**CAPITAL OUTLAY**                    \$ 875,967    \$ 335,697    \$ 10,814            38%    \$ 414,472    \$ 150,815            36%

**TOTAL EXPENSES**                    \$ 63,249,596    \$ 28,457,509    \$ 11,686,920            45%    \$ 57,254,930    \$ 28,169,366            49%

**Purchase Orders From \$100,000.00 to \$249,999.99 For November / December 2010**

**Issued in December 2010**

<b>Purchase Order No.</b>	<b>Vendor Name</b>	<b>Amount \$</b>	<b>Item Description</b>	<b>Approval/Exemption</b>
2011-2021	Fox Sports Florida	\$199,910.00	Sponsorship benefits, sole source procurement for Department of Transportation Contract	Exempt per 6A-14.0734(2)(E) Agreement approved/signed by Dr. Jim Murdaugh on 11/30/2010.

**Issued in November 2010**

<b>Purchase Order No.</b>	<b>Vendor Name</b>	<b>Amount \$</b>	<b>Item Description</b>	<b>Approval/Exemption</b>
2011-1613	B2B Technologies	\$140,270.00	To enhance current individual learning plans for student career planning and higher education. (IT)	Exempt per 6A-14.0734 (2)(G) Information Technology Resources & Agreement signed by Dr. Smith