



October 17, 2011

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Fund Analysis - September 2011

Item Description:

This item is to provide the Board a summary of the College's operating revenues and expenses as of September 30, 2011.

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 for the month of September is attached to this item.

Past Actions:

The Board requested this to be done.

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 September 30, 2011**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance
Student Fees	\$ 32,770,043	\$ 13,633,918	\$ 19,136,125
State Support	28,576,842	6,139,081	\$ 22,437,761
Federal Support	900,000	13,354	\$ 886,646
Other Revenue	154,000	136,857	\$ 17,143
Non Revenue Sources	300,000	292	299,708
TOTAL REVENUE	\$ 62,700,885	\$ 19,923,502	\$ 42,777,383

EXPENSES	Budgeted	Expended Year to Date	September Expenses	% of YTD Expenses	Prior Year (PY) Budget	Sept (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,369,118	\$ 593,821	\$ 191,628	25%	\$ 2,478,811	461,826	19%
Instructional	15,380,585	3,139,208	\$ 1,222,214	20%	15,766,711	3,051,484	19%
Non-Instructional	15,601,997	3,326,808	\$ 1,132,294	21%	14,942,455	3,066,000	21%
OPS	8,984,022	1,831,467	\$ 782,713	20%	7,209,289	1,879,733	26%
Personnel Benefits	7,464,309	1,627,169	\$ 572,517	22%	8,043,893	1,894,041	24%
TOTAL PERSONNEL COSTS	\$ 49,800,031	\$ 10,518,473	\$ 3,901,366	21%	\$ 48,441,159	\$ 10,353,084	21%
<u>CURRENT EXPENSES</u>							
Services	\$ 5,820,635	\$ 1,130,924	\$ 286,731	19%	\$ 4,786,875	\$ 1,289,996	27%
Material & Supplies	2,906,979	456,126	\$ 205,846	16%	4,778,463	565,110	12%
Other Current Charges	4,317,548	1,718,293	\$ 239,485	40%	3,928,392	827,287	21%
TOTAL CURRENT EXPENSES	\$ 13,045,162	\$ 3,305,343	\$ 732,062	25%	\$ 13,493,730	\$ 2,682,393	20%
CAPITAL OUTLAY	\$ 987,012	\$ 262,616	\$ 92,394	27%	\$ 764,455	\$ 274,503	36%
TOTAL EXPENSES	\$ 63,832,205	\$ 14,086,432	\$ 4,725,822	22%	\$ 62,699,344	\$ 13,309,980	21%

Purchase Orders From \$100,000.00 to \$249,999.99 For 2011

Issued in September 2011

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2012-1129	Desire 2 Learn Inc.	\$116,243.41	Learning Environmental license fee's for community colleges from August 19, 2011-August 18, 2012 . (CCLA)	68519105-FCCDLC Course Acquisition	Exempt Per 6A-14.0734(2)(G); Information Technology Resources
2012-1394	The McGraw-Hill Companies	\$121,031.25	Math textbooks (Algebra and Pre-Algebra)	31053000-Learning Commons Supplies/Fees	Exempt Per 6A-14.0734(2)(A); Textbooks
2012-1395	The McGraw-Hill Companies	\$129,468.75	Math textbooks (Algebra and Pre-Algebra)	31053000-Learning Commons Supplies/Fees	Exempt Per 6A-14.0734(2)(A); Textbooks
2012-1149	Southern Educational Systems	\$132,717.90	Three integrated manufacturing training work cell sets with integrated robotic work cell and three rapid prototyping machines for AMTC.	21500025-DOL /PSC Etam Project	Reference TCC RFP 2011-11 Three integrated manufacturing training work cell sets with integrated robotic work cell and three rapid prototyping machines