




February 18, 2013

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Fund Analysis - January 2013

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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 January 31, 2013.

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

In accordance with Florida Statutes (Section 2011.30), the Board of Trustees must approve the College's operating fund 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, but less than \$250,000. That report for the month of January 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.

### Staff Resource

Teresa Smith

### Recommended Action

For information only, no Board action required.

**Tallahassee Community College  
Fund Analysis  
Unrestricted Current Fund  
As of January 31, 2013**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>
Student Fees	\$ 32,486,129	\$ 24,197,502	\$ 8,288,627
State Support	28,273,881	13,583,938	\$ 14,689,943
Federal Support	469,766	52,041	\$ 417,725
Other Revenue	308,328	205,016	\$ 103,312
Non Revenue Sources	300,000	59,981	240,019
<b>TOTAL REVENUE</b>	<b>\$ 61,838,104</b>	<b>\$ 38,098,478</b>	<b>\$ 23,739,626</b>

<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>January Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Jan (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 2,743,685	\$ 1,642,028	\$ 270,729	60%	\$ 2,369,118	1,410,525	60%
Instructional	15,361,676	8,721,727	\$ 1,247,525	57%	15,380,585	8,353,192	54%
Non-Instructional	15,033,896	8,267,470	\$ 1,176,271	55%	15,601,997	8,310,789	53%
OPS	8,557,274	4,660,376	\$ 563,576	54%	8,984,022	5,094,831	57%
Personnel Benefits	7,602,629	4,262,472	\$ 615,623	56%	7,464,309	4,058,324	54%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 49,299,160</b>	<b>\$ 27,554,073</b>	<b>\$ 3,873,724</b>	<b>56%</b>	<b>\$ 49,800,031</b>	<b>\$ 27,227,661</b>	<b>55%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 5,587,620	\$ 3,183,180	\$ 323,444	57%	\$ 5,820,635	\$ 2,997,265	51%
Material & Supplies	3,072,842	1,013,151	\$ 65,045	33%	2,906,979	1,174,123	40%
Other Current Charges	3,962,754	1,356,465	\$ 192,998	34%	4,317,548	2,329,091	54%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 12,623,216</b>	<b>\$ 5,552,796</b>	<b>\$ 581,487</b>	<b>44%</b>	<b>\$ 13,045,162</b>	<b>\$ 6,500,479</b>	<b>50%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 1,007,704</b>	<b>\$ 269,607</b>	<b>\$ 109,880</b>	<b>27%</b>	<b>\$ 987,012</b>	<b>\$ 558,781</b>	<b>57%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 62,930,080</b>	<b>\$ 33,376,476</b>	<b>\$ 4,565,091</b>	<b>53%</b>	<b>\$ 63,832,205</b>	<b>\$ 34,286,921</b>	<b>54%</b>

**Purchase Orders From \$100,000.00 to \$249,999.99 For 2012-2013**

**Issued in January 2013**

<b>Purchase Order No.</b>	<b>Vendor Name</b>	<b>Amount \$</b>	<b>Item Description</b>	<b>Budget</b>	<b>Approval/Exemption</b>
2013-1768	CAMBRIDGE SYSTEMATICS, INC.	\$109,924.00	Provide logistical support to TRCC Executive board, Committees & Outreach meetings.	25003149-Traffic Records Coor Com Suppo-FPSI	Exempt per 6A-14.0734 (2) (F); Professional Services
2013-1780	PARTNERS IN TRAINING CONSULTANTS	\$116,760.00	Provide DUI Law Enforcement Training sessions which include Basic Spanish, Enhanced Spanish & Immersion.	25003146-Fdot Spanish Language Fy 12/13-FPSI	Exempt per 6A-14.0734 (2) (F); Instructional Services
2013-1907	FLORIDA PANTHERS HOCKEY CLUB, LLLP	\$130,000.00	Advertising and promotional benefits with Florida Panthers Hockey Club.	25003142-Pro Sport-FPSI	Exempt per 6A-14.0734 (2) (E); Sole Source Services