




January 20, 2015

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Fund Analysis - December 2014

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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, 2014.

### Overview and Background

As directed in the Accounting Manual for Florida's College System, 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 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 \$250,000. The report for the month of 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.

### Staff Resource

Teresa Smith

### Recommended Action

For information only, no Board action required.

**Tallahassee Community College  
Fund Analysis  
Unrestricted Current Fund  
December 31, 2014**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>
Student Fees	\$ 28,718,877	\$ 20,680,571	\$ 8,038,306
State Support	32,034,097	12,301,659	\$ 19,732,438
Federal Support	429,341	276,071	\$ 153,270
Other Revenue	358,412	156,438	\$ 201,974
Non Revenue Sources	100,000	6,970	93,030
<b>TOTAL REVENUE</b>	<b>\$ 61,640,727</b>	<b>\$ 33,421,709</b>	<b>\$ 28,219,018</b>

<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	\$ 3,084,061	\$ 1,388,838	\$ 441,490	45%	\$ 2,795,075	\$ 1,414,799	51%
Instructional	15,250,577	7,193,911	\$ 2,470,231	47%	15,791,894	7,287,063	46%
Non-Instructional	16,210,523	7,529,749	\$ 2,493,080	46%	15,708,160	7,268,474	46%
OPS	6,189,947	2,864,316	\$ 1,156,776	46%	6,627,841	3,174,021	48%
Personnel Benefits	8,859,127	4,363,612	\$ 1,439,776	49%	8,329,495	4,124,271	50%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 49,594,235</b>	<b>\$ 23,340,426</b>	<b>\$ 8,001,353</b>	<b>47%</b>	<b>\$ 49,252,465</b>	<b>\$ 23,268,628</b>	<b>47%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 5,894,993	\$ 2,911,500	\$ 746,944	49%	\$ 6,570,461	\$ 2,969,976	45%
Material & Supplies	3,502,826	1,109,369	\$ 416,441	32%	2,426,282	758,035	31%
Other Current Charges	3,577,881	1,784,024	\$ 312,475	50%	3,052,131	1,791,550	59%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 12,975,700</b>	<b>\$ 5,804,893</b>	<b>\$ 1,475,860</b>	<b>45%</b>	<b>\$ 12,048,874</b>	<b>\$ 5,519,561</b>	<b>46%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 1,693,296</b>	<b>\$ 127,698</b>	<b>\$ 7,095</b>	<b>8%</b>	<b>\$ 789,592</b>	<b>\$ 131,972</b>	<b>17%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 64,263,231</b>	<b>\$ 29,273,017</b>	<b>\$ 9,484,308</b>	<b>46%</b>	<b>\$ 62,090,931</b>	<b>\$ 28,920,161</b>	<b>47%</b>

**Purchase Orders From \$100,000.00 to \$249,999.99 For 2014-2015**

**Issued in December 2014**

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2015-1700	Lenovo, Inc.	\$186,950.00	License Keys, support and training	16310000, Technology Maintenance & Support	WSCA Contract # 250-WSCA-10-ACS-1, Approved at September 2014 Board Meeting.