




May 18, 2015

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Fund Analysis - April 2015

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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 April 29, 2015.

### 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 April 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

Bobby Jones

### Recommended Action

For information only, no Board action required.

**Tallahassee Community College  
Fund Analysis  
Unrestricted Current Fund  
April 29, 2015**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>				
Student Fees	\$ 28,718,877	\$ 23,878,867	\$ 4,840,010				
State Support	32,034,097	19,976,151	\$ 12,057,946				
Federal Support	429,341	524,543	\$ (95,202)				
Other Revenue	358,412	149,317	\$ 209,095				
Non Revenue Sources	100,000	161,589	(61,589)				
<b>TOTAL REVENUE</b>	<b>\$ 61,640,727</b>	<b>\$ 44,690,467</b>	<b>\$ 16,950,260</b>				
<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>April Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Apr (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 3,084,061	\$ 2,328,610	\$ 246,416	76%	\$ 2,795,075	\$ 2,340,680	84%
Instructional	15,250,577	11,732,309	\$ 1,182,775	77%	15,791,894	11,963,650	76%
Non-Instructional	16,210,523	12,633,612	\$ 1,250,463	78%	15,708,160	12,203,775	78%
OPS	6,189,947	4,642,225	\$ 565,075	75%	6,627,841	5,184,380	78%
Personnel Benefits	8,859,127	7,565,881	\$ 695,760	85%	8,329,495	6,993,593	84%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 49,594,235</b>	<b>\$ 38,902,637</b>	<b>\$ 3,940,489</b>	<b>78%</b>	<b>\$ 49,252,465</b>	<b>\$ 38,686,078</b>	<b>79%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 6,476,069	\$ 4,338,160	\$ 208,272	67%	\$ 6,570,461	\$ 4,518,915	69%
Material & Supplies	3,131,549	1,573,509	\$ 33,893	50%	2,426,282	1,259,072	52%
Other Current Charges	3,368,082	2,924,843	\$ 22,542	87%	3,052,131	2,445,506	80%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 12,975,700</b>	<b>\$ 8,836,512</b>	<b>\$ 264,707</b>	<b>68%</b>	<b>\$ 12,048,874</b>	<b>\$ 8,223,493</b>	<b>68%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 1,693,296</b>	<b>\$ 952,412</b>	<b>\$ 17,678</b>	<b>56%</b>	<b>\$ 789,592</b>	<b>\$ 148,348</b>	<b>19%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 64,263,231</b>	<b>\$ 48,691,561</b>	<b>\$ 4,222,874</b>	<b>76%</b>	<b>\$ 62,090,931</b>	<b>\$ 47,057,919</b>	<b>76%</b>

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

**Issued in April 2015**

Purchase Order No.	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-000126	4/3/2015	Florida Panthers Hockey Club, LTD.	\$110,000.00	Advertising and promotional Benefits with the Florida Panthers Hockey Club LTC	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000137	4/3/2015	IMG COLLEGE LLC	\$123,000.00	Advertising and Promotional Benefits with IMG	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000138	4/3/2015	Tampa Bay Rays Baseball, Ltd.	\$230,000.00	Advertising and Promotional Benefits with the Tampa Bay Rays	EXEMPTION # 6A-14.0734, FAC(5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000142	4/3/2015	Fox Sports Net Florida Inc	\$163,655.53	Advertising and Promotional Benefits with FOX/SUN Sports	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000275	4/7/2015	The FFamily Cafe, Inc.	\$235,170.69	Annual Statewide Conference for Families of Students with Disabilities or Special Health Care Needs	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000342	4/8/2015	5.11 Tactical	\$216,580.63	Supplies and materials, uniforms, boots, etc. as needed for the FPSI store	Exempt per 6a-14.0734 (2) (l) items for resale
PO-000351	4/8/2015	Miami Heat Limited Partnership	\$200,000.00	Advertising and Promotional Benefits with the Miami Heat	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000492	4/14/2015	Sierra-Cedar, Inc.	\$182,374.00	Travel Expenses for Sierra-Cedar	Exempt Per 6A-14.0734 © Purchases at unit or contract prices established through competitive solicitation.
PO-000514	4/15/2015	Miami Dolphins Ltd	\$149,600.00	Advertising and Promotional Benefits with the Miami Dolphins LTD	EXEMPTION # 6A-14.0734, FAC (5) (SERVICES OR COMMODITIES AVAILABLE ONLY FROM A SINGLE OR SOLE SOURCE.)
PO-000516	4/15/2015	Sierra-Cedar, Inc.	\$232,004.00	Consultant Fees for Sierra-Cedar services on the Workday implementation project	Exempt 6A-14.0734, Fac (f) Professional services
PO-000541	4/16/2015	Follett Higher Education Group Inc dba Tallahassee Community College Bookstore	\$124,904.00	Charges for IncludEd Term Spring 2015 for Developmental Math All Sessions Access codes Qty: 1 - 1st Session=\$117,520.00 Qty: 1 - 2nd Session=\$6,552.00 Qty: 1 - 3rd Session=\$832.00	Exempt from the solicitation per 6A-14.0734 (2)(a) Educational Textbooks
PO-000554	4/17/2015	FLORIDA STATE UNIVERSITY	\$106,400.00	Florida State University, Florida Center for Interactive Media, Continuation of the development of a custom, web-based tracking system for the Charter Schools Grant Program.	Exempt 6A-14.0734, Fac (f) Professional services