



April 17, 2017

## MEMORANDUM

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

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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 March 28, 2017.

### 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 (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 March 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

Barbara Wills

### Recommended Action

For information only, no Board action required.

**Tallahassee Community College  
Fund Analysis  
Unrestricted Current Fund  
As of March 28, 2017**

<b>REVENUE</b>	<b>Budgeted</b>	<b>Received Year to Date</b>	<b>Budgeted Balance</b>
Student Fees	\$ 26,191,302	21,696,947	\$ 4,494,355
State Support	33,266,454	21,785,602	\$ 11,480,852
Federal Support	309,000	6,772	\$ 302,228
Other Revenue	500,000	297,976	\$ 202,025
Non Revenue Sources	1,000,000	321,172	678,828
<b>TOTAL REVENUE</b>	<b>\$ 61,266,756</b>	<b>\$ 44,108,468</b>	<b>\$ 17,158,288</b>

<b>EXPENSES</b>	<b>Budgeted</b>	<b>Expended Year to Date</b>	<b>March Expenses</b>	<b>% of YTD Expenses</b>	<b>Prior Year (PY) Budget</b>	<b>Mar (PY) Expenses</b>	<b>PY % of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>							
Administrative	\$ 3,402,517	\$ 2,414,321	\$ 269,807	71%	\$ 2,889,625	\$ 2,212,497	77%
Instructional	12,733,144	9,763,213	\$ 1,050,794	77%	13,565,073	10,129,551	75%
Non-Instructional	16,675,018	11,773,401	\$ 1,296,060	71%	15,943,963	11,448,112	72%
OPS	5,989,836	4,016,830	\$ 532,276	67%	5,641,943	3,774,911	67%
Personnel Benefits	9,231,241	6,729,378	\$ 786,590	73%	8,943,709	6,503,561	73%
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 48,031,756</b>	<b>\$ 34,697,142</b>	<b>\$ 3,935,527</b>	<b>72%</b>	<b>\$ 46,984,313</b>	<b>\$ 34,068,631</b>	<b>73%</b>
<b><u>CURRENT EXPENSES</u></b>							
Services	\$ 4,417,778	\$ 3,066,352	\$ 248,562	69%	\$ 4,937,057	\$ 3,042,549	62%
Material & Supplies*	3,560,943	1,397,725	\$ (282,334)	39%	2,605,787	1,735,042	67%
Other Current Charges	6,506,278	3,382,396	\$ 493,297	52%	6,745,467	4,905,653	73%
<b>TOTAL CURRENT EXPENSES</b>	<b>\$ 14,485,000</b>	<b>\$ 7,846,473</b>	<b>\$ 459,524</b>	<b>54%</b>	<b>\$ 14,288,311</b>	<b>\$ 9,683,244</b>	<b>68%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 750,000</b>	<b>\$ 681,308</b>	<b>\$ 15,481</b>	<b>91%</b>	<b>\$ 949,201</b>	<b>\$ 435,544</b>	<b>46%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 63,266,756</b>	<b>\$ 43,224,924</b>	<b>\$ 4,410,532</b>	<b>68%</b>	<b>\$ 62,221,825</b>	<b>\$ 44,187,419</b>	<b>71%</b>

\* - Expenses decreased due to a reversal of prior year accounts payable accruals paid in the current year.

Purchase Orders from \$100,000 to \$249,999 +

Issued in March 2017

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-006066	3/23/2017	Dell Marketing, LP	107,414.00	Computers and docking stations	District Board of Trustees of Valencia College RFP No. 11/12-09; Dell Contract #53AFD