




May 21, 2018

MEMORANDUM

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

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of April 30, 2018.

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 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

Barbara Wills

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of April 30, 2018**

| REVENUE | Budgeted | Received Year to Date | Budgeted Balance | | | | |
|--------------------------------|----------------------|----------------------------------|-----------------------------|------------------------------|-----------------------------------|------------------------------|---------------------------------|
| Student Fees | \$ 24,810,789 | 25,223,807 | \$ (413,018) | | | | |
| State Support | 31,992,435 | 24,217,896 | \$ 7,774,539 | | | | |
| Federal Support | 200,204 | 3,861 | \$ 196,343 | | | | |
| Other Revenue | 890,629 | 777,891 | \$ 112,738 | | | | |
| Non Revenue Sources | 1,000,000 | - | 1,000,000 | | | | |
| TOTAL REVENUE | \$ 58,894,057 | \$ 50,223,455 | \$ 8,670,602 | | | | |
| EXPENSES | Budgeted | Expended Year to Date | Apr Expenses | % of YTD Expenses | Prior Year (PY) Budget | Apr (PY) Expenses | PY % of YTD Expenses |
| <u>PERSONNEL COSTS</u> | | | | | | | |
| Administrative | \$ 3,460,123 | \$ 2,643,710 | \$ 265,595 | 76% | \$ 3,402,517 | \$ 2,681,471 | 79% |
| Instructional | 12,610,651 | 10,394,136 | \$ 1,009,875 | 82% | 12,733,144 | 10,830,403 | 85% |
| Non-Instructional | 15,551,939 | 12,796,963 | \$ 1,282,035 | 82% | 16,675,018 | 13,091,402 | 79% |
| OPS | 5,703,169 | 4,714,003 | \$ 542,531 | 83% | 5,989,836 | 4,573,303 | 76% |
| Personnel Benefits | 9,618,175 | 7,674,199 | \$ 786,275 | 80% | 9,231,241 | 7,495,004 | 81% |
| TOTAL PERSONNEL COSTS | \$ 46,944,057 | \$ 38,223,012 | \$ 3,886,310 | 81% | \$ 48,031,756 | \$ 38,671,583 | 81% |
| <u>CURRENT EXPENSES</u> | | | | | | | |
| Services | \$ 4,951,552 | \$ 3,464,592 | \$ 368,142 | 70% | \$ 4,417,778 | \$ 3,413,234 | 77% |
| Material & Supplies | 2,490,035 | 1,470,372 | \$ 172,564 | 59% | 3,560,943 | 1,925,351 | 54% |
| Other Current Charges | 5,808,414 | 3,440,054 | \$ 413,293 | 59% | 6,506,278 | 3,777,193 | 58% |
| TOTAL CURRENT EXPENSES | \$ 13,250,000 | \$ 8,375,018 | \$ 953,999 | 63% | \$ 14,484,999 | \$ 9,115,778 | 63% |
| CAPITAL OUTLAY | \$ 700,000 | \$ 83,701 | \$ 9,452 | 12% | \$ 750,000 | \$ 681,308 | 91% |
| TOTAL EXPENSES | \$ 60,894,057 | \$ 46,681,731 | \$ 4,849,761 | 77% | \$ 63,266,755 | \$ 48,468,669 | 77% |

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

Issued in April 2018

| Purchase Order | Purchase Order Date | Supplier | Total PO Amount | Description | Approval/Exemption |
|-----------------------|----------------------------|-----------------|------------------------|---|--|
| PO-008249 | 4/2/2018 | Workday | 453,589.00 | Workday Enterprise Cloud Application Subscription Fee | EXEMPTION FAC 6A-14.0734,(2)(g) Information technology resources defined as all forms of techno.logy used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct infonnatin technology support consistent with each individual college's information technology plan. |
| PO-008250 | 4/2/2018 | Workday | 388,036.00 | Workday Enterprise Cloud Application Subscription Fee | EXEMPTION FAC 6A-14.0734,(2)(g) Information technology resources defined as all forms of techno.logy used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct infonnatin technology support consistent with each individual college's information technology plan. |
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