



November 18, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Fund Analysis - October

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 10/30/2019.

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 (fund 1). 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 \$325,000. The report for the month of October 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.

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of October 30, 2019**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 25,141,465	11,074,422	\$ 14,067,043				
State Support	34,179,013	9,593,631	\$ 24,585,382				
Federal Support	375,000	156,432	\$ 218,568				
Other Revenue	580,000	1,097,589	\$ (517,589)				
Non-Revenue Sources	1,567,691	-	\$ 1,567,691				
TOTAL REVENUE	\$ 61,843,169	\$ 21,922,074	\$ 39,921,095				
EXPENSES	Budgeted	Expended Year to Date	Oct Expenses	% of YTD Expenses	Prior Year (PY) Budget	PY YTD Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 3,500,735	\$ 1,211,836	\$ 346,576	35%	\$ 3,203,115	\$ 1,164,550	36%
Instructional	12,178,112	4,203,049	\$ 975,898	35%	11,071,010	4,472,338	40%
Non-Instructional	16,204,691	5,394,359	\$ 1,320,815	33%	16,740,894	5,205,184	31%
OPS	5,557,476	1,631,096	\$ 561,719	29%	5,879,441	1,679,291	29%
Personnel Benefits	10,702,155	3,272,811	\$ 804,431	31%	10,372,933	3,290,294	32%
TOTAL PERSONNEL COSTS	\$ 48,143,169	\$ 15,713,152	\$ 4,009,440	33%	\$ 47,267,393	\$ 15,811,657	33%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,843,864	\$ 1,158,868	\$ 357,529	24%	\$ 4,774,375	\$ 1,416,367	30%
Material & Supplies	3,329,612	936,584	\$ 220,418	28%	3,341,739	688,988	21%
Other Current Charges	5,276,525	1,693,544	\$ 422,528	32%	5,133,886	1,480,776	29%
TOTAL CURRENT EXPENSES	\$ 13,450,000	\$ 3,788,997	\$ 1,000,475	28%	\$ 13,250,000	\$ 3,586,131	27%
CAPITAL OUTLAY	\$ 250,000	\$ -	\$ -	0%	\$ 700,000	\$ 13,767	2%
TOTAL EXPENSES	\$ 61,843,169	\$ 19,502,149	\$ 5,009,915	32%	\$ 61,217,393	\$ 19,411,555	32%

Purchase Orders from \$100,000 to \$324,999 +

Issued in October 2019

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-011346	10/4/2019	Gartner, Inc.	102,238.00	Subscription of services for IT Executives and Core Research for Higher Education	DMS State Contract # 973-501-12-ACS. Renewal of existing service.